

**Library Memorial Library
Board of Trustees Meeting
August 12, 2020
7:00 PM
Agenda**

Electronic Meeting by teleconference

As Chairperson of the Lane Memorial Library Board of Trustees I have determined that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, that to properly ensure the safety of the public this body is authorized to meet electronically. Please note there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming we are utilizing a teleconference service for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public may join this electronic meeting by calling 1-646-876-9923 and using the meeting ID: 862 7078 5510 and the passcode: 373931. If anybody has a problem, please call 603-772-6606.

A. Call to Order

B. Attendance

C. Officer's Report

- a) Secretary - Approve minutes from 7/15/20
- b) Chairperson – Goodbye letter from Bookkeeper
- c) Treasurer

D. Reports

- a) Director
- b) Monthly Spending
- c) Assistant Director / Teen Services
- d) Public Services
- e) Children's Services
- f) Technical Services

E. Old Business

- a) Building: Coronavirus response
 - (i) Mask requirement
 - (ii) Library maximum occupancy
- b) Personnel: Director's Evaluation
 - (i) Non-public session as needed per RSA 91-A:3, II c
- c) Policy: Social Media
- d) Finance: 2021 Budget Request
 - (i) Non-public session as needed per RSA 91-A:3, II a
- e) Other: Review of Meeting Protocols including Roberts Rules of Order

F. New Business

- a) Building
 - (i) Approve spending for roof repairs
 - (ii) Approve hours of operation
- b) Personnel: Bookkeeper contract
- c) Policy: Need for Pandemic Policy
- d) Other: Virtual meeting best practices

G. Summary of Decisions Made

H. Next Meeting- September 16, 2020

I. Adjournment