



Whipple Free Library
There's Always Another Chapter

MINUTES FOR LIBRARY TRUSTEES MEETING

March 17, 2020

Present (on conference call): William Gould, Dick Backus, Craig Anderson, Sarah Chapman, Jennifer Allocca, Deb Jardine, Kate Fitzpatrick, Dick Jardine.

Review and approve prior minutes

The February minutes were approved by the Board.

Election of officers

- Bill Gould was elected as Chair of the Board.
- Dick Jardine was elected as Secretary.
- Jennifer was elected as Treasurer.

Treasurer Reports

- Since there is no town-approved annual budget yet, Jennifer presented expenditures for the year without a town budget comparison, since the town budget has yet to be determined. There were no significant issues to report.
- Bill discussed the default budget. One suggestion is cutting Thursdays and Saturdays from the Library opening days, which would reduce part-time salary expenses and meet the default budget limitations. The staff salaries might be compensated by funds available to the Board.
- The Treasurer report was accepted by the Board.

Public joining meetings

- Members of the public wishing to attend the Board meetings while we are in the COVID-19 environment should contact the Chair to obtain information about how to access those meetings.

Library Director's Report

- Sarah provided information on a number of activities:
 - The Library is adapting a pandemic policy similar to that employed by Jaffrey as our own, retroactive to Monday.
 - The Board tentatively agreed that library programs scheduled for the next 8 weeks will be cancelled or rescheduled for the fall. The program schedule and the need for further cancellations will be addressed in 8 weeks.
 - Sarah has requested a laptop for her use. The Board approved that Sarah investigate finding an appropriate device and would support the purchase.

Human Resources (and Little Free Library) Report

- Kate obtained approval from the Board of Selectmen to place a Little Free Library on the corner of the Recreation Department building. Assured that snow plowing will not be an issue, the Girl Scouts are proceeding with that location in mind.

- Kate will share electronically with Sarah the version of the personnel policy that Kate is working on.

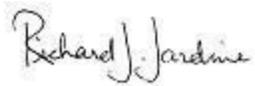
Friends Report

- The Friends have cancelled the Library Auction, but are considering postponing.

The Board adjourned at 8:03.

Next meeting is April 21, 2020 at 7:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Richard J. Jardine".

Dick Jardine, Secretary