

# KIMBALL LIBRARY BOARD OF TRUSTEES MEETING

April 29, 2020 1:00 PM

Location: Virtual Meeting via Zoom

## AGENDA

This meeting is the first conducted entirely via electronic platform (Zoom), developed by the Town of Atkinson during the State of Emergency implemented by the Governor on Mar 13 due to the spread of the coronavirus. Guidance for how meetings may be conducted to ensure public access has been in the planning phase and finalized by the Town 4/22/20. Trustees wished to process ongoing management of the Library and set up this meeting on April 29, 2020 to deal with ongoing reopening issues many of which are not entirely clear at this time.

- Call to Order
- Pledge of Allegiance
- Checklist review to Ensure Meetings are Compliant with Right To Know Law, NH RSA 91A
- Roll Call – Votes by roll call and identifying who else is in the room
- Correspondence
- Chairman's Report – Tom Kelley
  - Library closure March 17, in concert with BoS decision to aggressively curtail all Town operations to limit the spread of COVIS-19 virus. Governor Sununu Stay at Home Order Mar 26 -May 4, 2020
  - Comments
- Secretary's Report
  - Approve minutes of Feb 19, Regular meeting
  - Approve minutes of Mar 16, Special Meeting-Shut Down Discussion
  - Approve minutes of Mar 17, Special Meeting-Revision of Shut Down Plan
- Treasurer's Report
  - Approve Treasurer's reports.
  - Approve donations
- Director's Report- Karen Brown
  - Staff utilization during library closure
- Asst. Director – Kathy Watson
  - Youth Services/Technical support
- Unfinished Business
  - Motion to approve the reduction of the library budget by 5% as requested by the BoS
- New Business
  1. When we reopen - What he Plan Looks Like with Social Distancing Requirements  
Personal Protective Equipment Needs, Social Distancing Guidelines
  2. Seeking Trustee to serve as liaison to Trustees – reopening issues
  3. Alternate appointments by BoS. - Scheduled for BoS agenda May 4
  4. Receipt of EMG Facility Condition Assessment – the Library's repair needs
- Next meeting. May 20, 2020 @1 PM
- Adjournment