Call to Order:
The meeting was called to order at 7:01 p.m. by Chair Betsy McKinney. The following board members were in attendance: Robert Collins, John Curran, and Carol Introne. Also in attendance: Sandy Geisler, via GoToMeeting; Barbara Ostertag-Holtkamp, Library Director; and Megan Donovan, Head of Circulation Services.

Secretary’s Report:
The Secretary’s Report for October 7, 2020, was distributed prior to the meeting. No changes were made. A motion was made by John Curran to accept the minutes as written. The motion was seconded by Robert Collins. All in attendance accepted the motion, motion carried.

Treasurer’s Report:
The Treasurer’s Report for July 1 2020, through September 30, 2020, was distributed. A motion was made by Carol Introne to accept the report as written. The motion was seconded by Robert Collins. All in attendance accepted the motion, motion carried.

Director’s Report:
Gifts Donated to the Leach Library –
• Ms. Arieri and other members of the Londonderry Dana-Farber staff donated a book cart to the library.

A motion was made by John Curran to accept the gift. The motion was seconded by Carol Introne. All in attendance accepted the motion, motion carried.

Programs –
• On Monday, September 14 until Friday September 18, 2020, the library hosted a virtual musical performance by Paul Nelson on the library’s YouTube Channel. It had 43 views.
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Announcements:
• The library staff have continued to film virtual programs including Children’s Story Times, Craft Programs, as well as Crafts-To-Go, Young Adult Book Recommendations and Craft programs, and Adult Book recommendations.
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• On October 14, 2020, the irrigation system was turned off for the season.

Cynthia Peterson arrived at 7:07 p.m.

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• In the month of October there were a total of 3,116 reference questions.
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• There were a total of 1,047 materials added to the collection in the month of October.

Old Business:

• Library Operations with Covid-19 Pandemic

Barbara Ostertag-Holtkamp distributed a packet of information with current updates concerning Covid-19 as it pertains to libraries. A discussion ensued. The Library Board of Trustees decided not to reopen the library at this time. This matter will be reviewed again at the next meeting.

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Roll Call Vote: Aye, Betsy McKinney; Aye, John Curran; Aye, Robert Collins; Aye, Carol Introne; Aye, Cynthia Peterson.

The Board entered Non Public Session at 7:18 p.m.

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Notes by: Barbara Ostertag-Holtkamp, Megan Donovan

Minutes Typed by: Megan Donovan Date: November 4, 2020

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Notes by: Barbara Ostertag-Holtkamp, Megan Donovan

Minutes Typed by: Megan Donovan
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Notes by: Barbara Ostertag-Holtkamp, Megan Donovan

Minutes Typed by: Megan Donovan

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The Treasurer’s Report for July 1 2020, through September 30, 2020, was distributed. A motion was made by Carol Introne to accept the report as written. The motion was seconded by Robert Collins. All in attendance accepted the motion, motion carried.

Director’s Report:
Gifts Donated to the Leach Library –
- Ms. Arieri and other members of the Londonderry Dana-Farber staff donated a book cart to the library.

A motion was made by John Curran to accept the gift. The motion was seconded by Carol Introne. All in attendance accepted the motion, motion carried.

Programs –
- On Monday, September 14 until Friday September 18, 2020, the library hosted a virtual musical performance by Paul Nelson on the library’s YouTube Channel. It had 43 views.
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Announcements -
• The library staff have continued to film virtual programs including Children’s Story Times, Craft Programs, as well as Crafts-To-Go, Young Adult Book Recommendations and Craft programs, and Adult Book recommendations.
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• On October 14, 2020, the irrigation system was turned off for the season.

Cynthia Peterson arrived at 7:07 p.m.

Head of Circulation Services Report:

Children’s and Teen Programs and Activities –
• Starting on Monday, November 2, at 10:00 a.m., a virtual craft time will be available to watch on the Leach Library Facebook page. Design your own pumpkin patch scene with Mr. Nate!
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Circulation and Children’s –
• In the month of October, library staff handed out a total of 383 craft kits for children and teens via the drive-thru service.

Reference –
• In the month of October there were a total of 3,116 reference questions.
Technical Services –
• There were a total of 1,047 materials added to the collection in the month of October.

Old Business:

• Library Operations with Covid-19 Pandemic

Barbara Ostertag-Holtkamp distributed a packet of information with current updates concerning Covid-19 as it pertains to libraries. A discussion ensued. The Library Board of Trustees decided not to reopen the library at this time. This matter will be reviewed again at the next meeting.

• Proposed FY21-22 Budget

Barbara Ostertag-Holtkamp distributed a copy of the proposed FY21-22 budget. A discussion ensued. Barbara Ostertag-Holtkamp also advised the board that the town budget meeting was moved to November 14, 2020 at the previously scheduled location.

New Business:

• The Library Board of Trustees decided not to meet in December.

Non Public Session:

Enter Non Public Session
Chair Betsy McKinney requested a roll call vote to enter Non Public Session pursuant RSA 91-A:3 II, subparagraph (a), the dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

Roll Call Vote: Aye, Betsy McKinney; Aye, John Curran; Aye, Robert Collins; Aye, Carol Introne; Aye, Cynthia Peterson.

The Board entered Non Public Session at 7:18 p.m.

Exit Non Public Session
Chair Betsy McKinney requested a motion to exit Non Public Session. Robert Collins made a motion at 7:36 p.m. to exit Non Public Session. The motion was seconded by Carol Introne. Board’s vote: 5-0-0 to exit.
A motion was made by Chair Betsy McKinney to give the Director an over classification award in accordance with the Library Personnel Policy, for an Outstanding evaluation. The motion was seconded by John Curran. All in attendance accepted the motion, motion carried.

A motion was made at 7:37 p.m. by John Curran to adjourn the meeting. The motion was seconded by Cynthia Peterson. All in attendance accepted the motion, motion carried.

Notes by: Barbara Ostertag-Holtkamp, Megan Donovan

Minutes Typed by: Megan Donovan Date: November 4, 2020

Respectfully submitted,

Megan Donovan
Head of Circulation Services
Call to Order:

The meeting was called to order at 7:01 p.m. by Chair Betsy McKinney. The following board members were in attendance: Robert Collins, John Curran, and Carol Introne. Also in attendance: Sandy Geisler, via GoToMeeting; Barbara Ostertag-Holtkamp, Library Director; and Megan Donovan, Head of Circulation Services.

Secretary’s Report:

The Secretary’s Report for October 7, 2020, was distributed prior to the meeting. No changes were made. A motion was made by John Curran to accept the minutes as written. The motion was seconded by Robert Collins. All in attendance accepted the motion, motion carried.

Treasurer’s Report:

The Treasurer’s Report for July 1 2020, through September 30, 2020, was distributed. A motion was made by Carol Introne to accept the report as written. The motion was seconded by Robert Collins. All in attendance accepted the motion, motion carried.

Director’s Report:

Gifts Donated to the Leach Library –
- Ms. Arieri and other members of the Londonderry Dana-Farber staff donated a book cart to the library.

A motion was made by John Curran to accept the gift. The motion was seconded by Carol Introne. All in attendance accepted the motion, motion carried.

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Announcements -
• The library staff have continued to film virtual programs including Children’s Story Times, Craft Programs, as well as Crafts-To-Go, Young Adult Book Recommendations and Craft programs, and Adult Book recommendations.
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Cynthia Peterson arrived at 7:07 p.m.

Head of Circulation Services Report:

Children’s and Teen Programs and Activities –
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Circulation and Children’s –
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• In the month of October there were a total of 3,116 reference questions.
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Old Business:  

• Library Operations with Covid-19 Pandemic  

Barbara Ostertag-Holtkamp distributed a packet of information with current updates concerning Covid-19 as it pertains to libraries. A discussion ensued. The Library Board of Trustees decided not to reopen the library at this time. This matter will be reviewed again at the next meeting.

• Proposed FY21-22 Budget  

Barbara Ostertag-Holtkamp distributed a copy of the proposed FY21-22 budget. A discussion ensued. Barbara Ostertag-Holtkamp also advised the board that the town budget meeting was moved to November 14, 2020 at the previously scheduled location.

New Business:  

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Non Public Session:  

Enter Non Public Session  
Chair Betsy McKinney requested a roll call vote to enter Non Public Session pursuant RSA 91-A:3 II, subparagraph (a), the dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

Roll Call Vote: Aye, Betsy McKinney; Aye, John Curran; Aye, Robert Collins; Aye, Carol Introne; Aye, Cynthia Peterson.

The Board entered Non Public Session at 7:18 p.m.

Exit Non Public Session  
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A motion was made at 7:37 p.m. by John Curran to adjourn the meeting. The motion was seconded by Cynthia Peterson. All in attendance accepted the motion, motion carried.

Notes by: Barbara Ostertag-Holtkamp, Megan Donovan

Minutes Typed by: Megan Donovan

Date: November 4, 2020

Respectfully submitted,

Megan Donovan
Head of Circulation Services
Call to Order:

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Notes by: Barbara Ostertag-Holtkamp, Megan Donovan

Minutes Typed by: Megan Donovan Date: November 4, 2020

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Megan Donovan
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