

GORHAM PUBLIC LIBRARY  
TRUSTEES' MEETING MINUTES  
Monday May 3rd, 2021  
6:30pm Zoom meeting.

**Trustees Present:**

Paul Bousquet, Nicole Eastman, Melissa Laplante

**Others Present:**

Shannon Buteau (Library Director)

**Call to Order and Review of Minutes:**

The meeting was called to order by Nicole at 6:31 pm.

Nicole made a motion to approve the GPL Library Trustee Minutes from 5Apr21. Paul seconded. All were in favor and minutes were approved.

**Budget:**

The budget and expenditures were reviewed and discussed. One question was asked about the telephone billing cycle. Shannon reported that the fax machine gets much use; the library is the only department in town that provides only fax machine access. Paul reported that the Murphy fund \$81,735.34

**Directors' Report:**

The library's return to pre-Covid hours has been successful. Patron count is creeping back up while maintaining capacity limits. Patrons have been inquiring about summer hours. Shannon proposed that the library begins Saturday operating hours from 10am-12pm starting after Memorial Day. Library staff will rotate Saturdays. Paul made a motion to accept the proposed hours, Nicole seconded, and all were in favor. Summer hours may end either Labor Day or Columbus day; Shannon and the board will revisit later in the summer to make this decision.

The upstairs window was fixed. Shannon has not yet received a bill for the work. Nicole inquired about the Eversource project. Shannon suspects it should happen soon.

Shannon has been exploring options in regards to the use of the upstairs and would like to start working towards finding a good use for the space. To be revisited.

The auditors will be in this coming week. Once their work is complete, library funds from the prior fiscal year will be available to put towards the new heating system.

### **Programs:**

The final Spring Zoom program in collaboration with the Randolph, Berlin, and WMCC Libraries will be held on Wednesday. Nicky Pizzo, GPL patron and AMC Naturalist will be presenting on the alpine garden zone on Mt. Washington. The libraries are in the process of planning a Fall Community Read centering around Ty Gane's *The Last Traverse*. The GPL will be hosting a local book discussion for its patrons as well as a program featuring photographs from local hikes.

A Kindergarten class would like to visit the library following Covid protocols.

### **Summer Programming:**

Shannon would like to offer indoor events with limited capacity to 8 children per event following Covid protocols. Programs may be offered several times per week, depending on summer reading registration numbers, which will be capped to a manageable number. Some events will be offered outdoors. A storywalk has been proposed around Libby's pool for *If All the Animals Came Inside*. Although story walks fall under the Fair Use doctrine, Shannon would like to ask for local author Eric Pinder for his support.

### **Sick Leave**

The board discussed the verbiage within the library's sick leave policy. The board is in support of keeping the number of days for sick policy as is, though the language referencing the town of Gorham's policies could be cleaned up. Shannon will reach out to the town for clarification. The board will revisit in June.

### **Fundraising project:**

Nicole gave an update on the fundraising concert on Saturday, May 22nd, 3pm. Things are going very well. Promotional materials will be posted on various web and social media sites. She will be sending out flyers. Please help spread the word!

**Next Meeting:**

The June 7th meeting will be held in-person, following Covid-19 protocols

**Adjournment:**

Nicole adjourned the meeting at 7:23pm.