Barrington Public Library
Board of Library Trustees Emergency Meeting
March 22, 2020
Approved meeting minutes

Lindsey Maziarz, Chair of the BPL Trustees called an emergency meeting per RSA-91-A2 which allows members to participate remotely. Trustees in attendance and the Library Director participated remotely through Zoom.

Present: Trustees: Lydia Cupp, Susan Frankel, Karolina Bodner, Robert Drew, Lindsey Maziarz, Karen Towne, and Melissa Huette (Library Director),
Trustee absent: Leigh Elliott

The meeting was called to order at 3:03pm

-Library services and the decision to close the library
Melissa gave a recap of what happened during the past week with limited library services and the decision to completely close the library. During the week, Library staff was busy with curbside pickup and delivery of books, working on the website, supplying information on digital services online, video tutorials, and setting up a single site with all town and CDC information (all links on one page). Melissa decided that with the ongoing State of Emergency and concerns about the staff’s health to close the library completely at the end of day on Friday the 20th of March. This was sent out on the Library website, local social media sites, as well as calls patrons who do have access to technology.

-Library Closure and Staff
Melissa reviewed working at home ideas for Library staff. Ideas included revamping the website, professional development online, reviewing library policies, Facebook Live programs, online read alouds, and online book groups. Melissa will be working with and supervising staff as well as having Zoom staff meetings. Susan made a motion that under the current NH State of Emergency all BPL staff will work from home starting 3/23/20 until the NH State of Emergency has been lifted, Karolina seconded, in a roll call vote all Trustees in attendance were in agreement with this motion.

-Closure logistics
Melissa will notify Chief Joy (police chief), Rick Walker (fire chief), and the BPL Library’s Security Company of the Library closure. Melissa will request meetings from the Trustees as needed. Melissa will check on how staff can submit their time sheets.

Lindsey made a motion to adjourn the meeting at 4:00, Susan seconded, and the motion passed by a voice vote.

The next meeting will be determined by Chair Lindsey Maziarz

Notes taken by Lydia Cupp Secretary

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