Board of Trustees Meeting Minutes  
January 19, 2021 2 PM

Monthly meeting called to order at 2:10 PM. In attendance via video meeting: Trustees Natalie Gallo, Charlene Flaherty, Ronnie Shelley; Alternate Trustees Theresa McTammany, Brian Vass, Charlie Fernandes; Budget Committee Liaison Carol Cipriano; Friends’ Liaison Al Cipriano; Penny Williams from Raymond Area News; Director Rosemary Krol; Kate Thomas, Minutes.  
Visitor comments and questions- none.
Friends Report-Al reports that articles of Friends organization still need revision. Board of Friends would like to meet with trustees for long term planning discussions. Theresa suggested that we wait until after new elections for the new full board to be involved. Potentially will be on agenda for the April meeting.

1. Approve minutes from the December 15, 2020 meeting. They’ll be reviewed next month since they aren’t with packet for this meeting.

2. Director’s Report  
   a. Stats- some new stats gathered for the state for this year don’t have past history because we don’t have data from the past.
   b. Emergency operations plan – more info after town’s meeting next week.
   c. Electrical work done for the outside lighting to repair and make them more energy efficient.

3. Treasurer’s Report: Motion to return unexpended funds $ 25,255.06 to the town by Charlene, seconded by Ronnie, unanimously approved.
   a. Investments motion by Charlene that we direct Ray Noel’s to draw down our investment account to the original investment amount (approx. $75,000). Seconded by Ronnie. Unanimously approved.
   b. Ronnie made motion that we direct the funds from this withdrawal to the memorial funds for the library. Charlene Seconded. Unanimously approved.

4. Old Business
a. Update on Phase 3 of COVID increase in services plan- Rosemary has been watching the COVID cases in Hampstead and they are still high. We are staying with curbside only for now.

b. Update on building maintenance- One thing on our wish list was the tile the basement in the book storage room. Using building funds we purchased more tiles at end of 2020. Over the winter our custodian will be installing these tiles. Bob will also be finishing the pavers at the end of the side walkway in the spring. Later in the spring Rosemary will create an RFP for contractors to replace the siding on the building.

5. New Business
   a. Bob Nugent and his contributions to the library over the years- Bob passed away on January 10, 2021. Natalie would like to somehow honor his participation in Hampstead and his work for the library. Since he was a science teacher and very interested in science, we should think about what would be appropriate.
   b. Brian Vass reminded us that our new staff and trustees should be made aware of our practices and policies regarding our active shooter/emergency action plan. We should ask a Hampstead police officer to come share this with us after new trustees are elected.
   c. Ronnie mentioned the Lions’ club donation has been approved and will be sent to the library.

6. Donations by groups or individuals. Charlene moved to accept all listed as below. Ronnie seconded. Unanimously approved.
   a. Acceptance of donations in memory:
   b. Money in donation jar:
   c. Books, audios & videos from various individuals
   d. Donations by groups or individuals:

7. Correspondence – none.

Meeting adjourned at 2:50pm. Moved to adjourn by Ronnie, seconded by Charlene. Unanimously approved.
Next meeting: Tuesday, February 16, 2021 2 PM