

Wilton Public and Gregg Free Library
Trustee Board Meeting Minutes
May 15, 2020

At 8:05 a.m. Ron Brown conducted a roll call of the trustees as they met electronically. Attending were Library Director Pat Fickett and trustees Nikki Andrews, Ron Brown, Felice Fullam, Alison Meltzer (left at 10:05), Molly Shanklin, Lynne Stone (left at 10:00), Mary Ellen Brookes, and alternate trustee Peter Howd.

Approval of minutes from May 8 - (Molly, Felice) approved. Peter abstained.

Revision of Pandemic Policy for long-term use

We reviewed the original policy. Pat explained her suggested changes. The trustees discussed and agreed.

We then reviewed the Pandemic Interim Service Plan adopted by the trustees of the Jaffrey Public Library and noted the changes which would pertain to our situation.

Pat will reformat the two documents and send them to the trustees for a possible vote at our next meeting.

The questions about liability of trustees and staff continue. This situation must be solved before the library opens its doors. Primex will advise but will not represent us in court. The trustees felt that all changes and the vote should be subject to review by town counsel. A suggestion was made that the long-term services of a separate attorney be in a future budget.

For further safety and security Pat propose that a camera be added focusing on the Gregg Street door and the parking area.

Patrons must be made aware of the changes in procedure. Ron suggested using the library page on the town website. Molly, Lynne, and Pat are working on a document which will also explain the reasons for the revised patron behavior policy. Staff member Julie Cyr will develop indoor and outdoor signage for the building.

The revisions of the main policy manual will be taken up at future meetings. Ron will submit a draft of an unaccompanied minors policy.

The monthly treasurer's and director's reports will be submitted at the next meeting.

The meeting ended at 10:25 a.m. (Molly, Ron)
The next meeting of the trustees will be at **8:00 a.m.on Friday, May 23.**

Mary Ellen Brookes 5/15/20