



MINUTES OF THE Manchester Public Library Trustee Board

Meeting Date : April 29, 2021

Call to Order : 10:35am

PLACE:

ZoomLink:

<https://us02web.zoom.us/j/81832083134?pwd=ZGxWd3I3ellhL09vMjFNQjM3Y0VQdz09>

Meeting ID: 818 3208 3134

Password: 640761

Dial by Phone: +1 929 205 6099 US

PRESENT : Sara, Ric, Dave, Dot

OBSERVERS: Becky Baun, FOL president

- **Approved previous minutes of : March 25, 2021** - APPROVED
- **Directors Report** - review/discussion - ACCEPTED
- **Old Business (updates on past projects, activities)**

Building updates: Re the tower clock. Dave has a lead on a new horologist from the Congregational Church. (They also have a tower clock) Since we have not seen or heard from Steve Mitchell we will try a new expert. After inspecting our clock Ross Hochstrasser gave an estimate of \$6,400. It is very similar to Steve Mitchell's assessments of our clock. Ric moves we accept the estimate with the stipulation that Ross give a schedule for pick up and return of the clock. The motion was approved.

HVAC one air filter is finished. Milne plumbing and Manchester Electric are coordinating work in the attic. The basement filter cannot be installed until the children's room heat is fixed. Sara was asked to hold off until the 4th quarter to apply for emergency funds from BOS and fin com. Nate has 3 estimates and his choice is the \$26,000 one.

The MBLC space consultant came to our library to look at handicap bathroom placement and redesigning the reference room for a flexible space (post covid needs). Suggestions were, taking 25% of the children's room (no one liked this idea); converting the staff bathroom; using the children's room bathroom as an entrance to a new bathroom in the back of the property.

A discussion about a library expansion took place. The next phase of MBLC construction grants has not opened yet. There are currently 17 libraries in the queue for building grants. MBLS is considering combine planning and construction grants into one. There may be less money available because construction costs have risen dramatically.

Friends of the library – Their annual meeting will be on zoom, May 10. They've approved the bookwalk parts. The proposed design for the new garden is available. Becky will approach the Historic Commission with the Friends' landscape plans. The library will need to provide the electrical outlet for the lighting project.



Town Hall will probably reopen to the public mid-May. There is a Health dept meeting coming up. Discussion of reopening the library took place. One way traffic will need to be maintained with a greeter to ask the covid questions. Currently, staffing needs are higher with browsing, staff need to retrieve all books in addition to the usual telephone and email requests. Pop up browsing on Saturdays will resume through June. A question came up, can we require staff to be vaccinated.

Exterior access (internet) points have been installed.

Staff have been looking at websites with thoughts of replacing ours. Sara does not think a new website needs to be a separate capital project.

- **Ongoing Business (current projects and/or activities)**
- **New Business (current projects and/or activities)**
- **Set Next Trustee Meeting** - goal is 3rd Thurs of the month. May 27, 2021, 10:30am.
- **Adjourned** – 12:30pm

Respectfully submitted by Dorothy Sieradzki