

Hepburn Library of Norfolk

Trustees' Meeting –June 16th 2021

The meeting was called to order at 5:00 pm.

Order of business established.

Quorum established.

Present: Tim, Steffie, Rickie, Charity and Laurel.

Absent: Ron and Lee

Bills were signed and approved.

Read May 2021 minutes. All approved.

DIRECTOR'S REPORT:

Laurel enthusiastically announced patron circulation s climbing higher and higher which is music to our ears. Great job staff.

Summer Story Hour preparation continues to be on a roll.

Library Hall is now open, per previous meeting.

Friends of the library met on May 26th and are planning a book sale and donation to the back pack program.

FINANCIAL REPORT:

Financial reports for May approved

NBT account still not closed, waiting for stock transaction.

Buildings and Grounds:

EV Charger- Status has not changed. Tim continues to leave messages but services are slow. Much waiting is to be expected.

Stairs- No movement to be expected until contract start date.

NEW BUSINESS: Action Items

Grant 2021- Deadline to apply is August 16th, 2021. The board must approve a piece of required paperwork titled "Assurances: State Aid for Library Construction Program" in order to file the grant. The Board approved with Rickie making a motion to accept and Charity seconding the motion. All approved. Another grant related document was signed as well, the Smart growth form.

Back to school night-Laurel has been in discussion with Norwood library and will purchase some hand outs and freebies for the event.

The Board approved Laurel's attendance at the NCLS Annual picnic in Watertown June 24th where she may be able to acquire some freebies for the library that are being discarded. We are already recipients of two robot maker kits which will used at the library's discretion.

Old Business -- 100 years committee – a date has been set for the large event, August 14th 2021. Activities discussed include a bounce house, a book sale, refreshments and ribbon cutting, and more.

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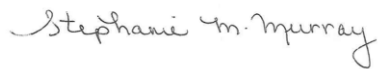
COVID-Library is still operating as it was, we are not receiving much info regarding covid restrictions at this time. Therefore, after much discussion the board approved Laurel to make changes to policies such as the Safety Practices policy, reflecting state mandates. Charity moved to accept this action and Rickie seconded. Laurel will email out any other changes for approval.

Tim handed out a library director's evaluation which he would like mailed to him in July.

Next meeting July 21st 2021 at 5pm.

Adjourned 5:50pm

Respectfully Submitted:



Stephanie Murray