

**Jaffrey Public Library Board of Trustees
Meeting Minutes**

Date May 18, 2022
Time 10:00 am
Chair John Stone

Present John Stone, Jaime Hutchinson, Grace Flesher, Deb Weissman, Emily Carr, Julie Perrin (Library Director)
Absent Jim Draper (Alternate)

Meetings are open to the public except as allowed under RSA 91-A:3.

If requested, the meeting may become a non-public session per RSA 91-A: 3, II (a) personnel; (b) hiring of any person as an employee; (c) matters which, if discussed publicly, would affect adversely the reputation of any person; (d) consideration of acquisition, sale, or lease of property; (e) consideration or negotiation of pending claims or litigation.

Call to Order

10:00 am JS

Approval of Minutes

3/16/2022 Public Meeting

Motion to approve as presented DW/EC

Roll Call

Emily Carr	Aye
John Stone	Aye
Deb Weissman	Aye
Jaime Hutchinson	Abstain
Grace Flesher	Abstain

Motion passes 3:0:2

3/16/2022 Non-Public Meeting

Motion to approve as presented DW/EC

Roll Call

Emily Carr	Aye
John Stone	Aye
Deb Weissman	Aye
Jaime Hutchinson	Abstain
Grace Flesher	Abstain

Motion passes 3:0:2

Corresponding Secretary's Report

As submitted

Treasurer's Report

Motion to approve as submitted. JH/EC

Roll Call

Emily Carr Aye

John Stone Aye

Jaime Hutchinson Aye

Grace Flesher Aye

Deb Weissman Aye

Motion Passes 5:0

Deb will contact Charter Trust to present their annual review at a future meeting.

Director's Report

We have received approval for a \$2850 grant from the New Hampshire Preservation Alliance (NHPA) to help fund a Condition Assessment with Preservation Guidelines. This is a 1:1 match. If we are approved for the certified local government grant our NHPA grant will be reduced by \$1000. This is because the certified local government grant will pay for work needed for the Condition Assessment. We have not received word yet about the certified local government grant.

Motion to accept the NHPA grant. DW/JH

Roll Call

Emily Carr Aye

John Stone Aye

Jaime Hutchinson Aye

Grace Flesher Aye

Deb Weissman Aye

Motion Passes 5:0

The library has received a \$1560 grant from the Community Center of Jaffrey for a Memory Kit Initiative. The Memory Kits include various manipulatives as well as stories that highlight various topics from the past in order to spark memories and stimulate conversations for people/families dealing with dementia and Alzheimer's. The kits will be available for families as well as the Adult Day Care Center. The grant will cover the cost of 12 kits.

Motion to accept the grant from the Community Center of Jaffrey in the amount of \$1560. GF/EC

Roll Call

Emily Carr Aye

John Stone	Aye
Jaime Hutchinson	Aye
Grace Flesher	Aye
Deb Weissman	Aye

Motion Passes 5:0

Old Business

Bylaws – Grace and Jaime finished the first draft of the bylaws update. It needs to be edited and will also need Julie's input on a few items. It should be ready for Board Approval at the June Trustee meeting. It will then be brought to Phil Runyon for legal input.

Outdoor Sign - John Stone has received an estimate from Peterborough Marble & Granite Works for a new stone sign for the JPL. The estimate is \$3276-\$3526.

John has also consulted with Jaffrey Building Inspector, Rob Deschenes regarding town sign regulations. We are still waiting to find out what the maximum size allowed for the sign. Dig Safe will need to come in before the sign is placed. Once we order the sign it will take 6-8 weeks for completion. We will continue this discussion at the June Meeting once we have more information about the size of the sign allowed by town regulations.

History Floor Update

Julie shared her ideas of an updated floor plan for the Trustee Room on the 3rd floor. By using mobile room dividers and lightweight mobile tables, the plan would allow for 2 or 3 private work spaces. (something that is often requested by patrons) The mobile elements would also allow for a large meeting space if needed. This would change the focus of the room from less of a display space to more of a patron centered space. This is an idea to be carried out at a future date as there is no funding available at the current time.

The interactive touch screen display project is almost finished which will allow patrons to interact with some historical artifacts that are currently on display. A Franklin Pierce student has started work as an archival assistant. They will be working with the Abenaki artifacts with the plan of having a curated collection.

In order to follow through with all of these plans, the cabinets that belong to the Jaffrey Historical Society (JHS) need to be removed from the 3rd floor. This discussion with JHS began in December 2021. John Stone will draft another letter to the JHS with our request to remove these cabinets.

New Business

Pandemic Service Plan – Mask Policy

There was a long discussion about the library's mask policy.

Julie shared emails from patrons as well as incident reports of interaction with patrons regarding

our current mask policy. Some of these correspondences were respectful but the majority were increasingly hostile.

As always, the discussion also included consideration of the staff's preferences and concerns, the health and safety of both the staff and the patrons, the feedback from patrons both in favor of and against the mask policy, the CDC guidelines, the transmission level in NH, the number of people who may not be entering the library building because of the mask policy, the services offered to people who do not want to enter the building, as well as the uncertainty of COVID numbers.

The library is currently out of step with every other organization in the community in regards to the mask policy. The policy decisions have always kept community health in mind while also trying to serve the needs of the patrons. With increasing hostility from some patrons, the safety and stress level of the staff is also of concern. Julie has invited everyone who voices a complaint and/or concern about the mask policy to come to a Board of Trustee meeting. No one has taken her up on this invite.

Motion to remove the current mask requirement while continuing to operate under the green level of the pandemic service plan. GF/JH

Roll Call

Emily Carr	Aye
John Stone	Aye
Jaime Hutchinson	Aye
Grace Flesher	Aye
Deb Weissman	Nay

Motion Passes 4:1

There was a consensus to reaffirm the JPL Code of Conduct Policy #2. The library staff reserves the right to require masks for close contact services.

There will be signs posted at the computers to let patrons know that if they require staff assistance that a staff member may require them to wear a mask. Patrons may also be asked to wear a mask during close contact programming or at a presenter's request.

NHLTA Memberships

The Board of Trustees pays for the yearly membership for the trustees. Julie requested that everyone's names, mailing addresses, and email addresses be updated to ensure that everyone is receiving the newsletters and emails.

Meeting concluded at 12:07 pm.

Motion to adjourn. EC/DW

Roll Call

Emily Carr	Aye
John Stone	Aye
Jaime Hutchinson	Aye

Grace Flesher Aye

Deb Weissman Aye

Motion Passes 5:0

These minutes were recorded by Jaime Hutchinson.