



**Regular Meeting of the Board of Trustees
December 1, 2020 (Rescheduled from November 17, 2020)**

1. CALL TO ORDER

President Chambers called the virtual meeting to order at 5:30 pm Via Zoom: Meeting ID: 841 3406 3828
Passcode: 928336.

- Roll Call: Present: Ailene Pugno, Sharon Haege, Jen Larsen, David Chambers. Julie Vitale entered the meeting after roll call at 5:33 pm.
Absent: Cindy Blamer, Michael Burns.
- Motion to approve the Agenda. Director Tinkham asked to remove from under New Business the NPS online auction because it had moved to only virtual and artwork would not be installed at the library. Motion to approve the agenda with correction was made by Pugno with support by Larsen. AIF/MC.

2. MINUTES

- Approval of minutes of Regular Board Meeting of October 20, 2020. The motion to approve the minutes was made by Haege and supported by Pugno. AIF/MC.

3. PUBLIC COMMENTS

4. TREASURER'S REPORT AND BILLS AND CASH DISBURSEMENTS

Director Tinkham reviewed the financial reports. After no questions or comments, a motion to accept the Treasurer's Report and Bills and Cash Disbursements as presented was made by Larsen with support by Pugno. AIF/MC.

5. DIRECTOR'S REPORT

- ✓ Circulation clerk Michaela Huber's last day of employment was November 25.
- ✓ Two circulation clerks were hired: Alexis Ashcroft began employment on November 28 and Anna Case began on November 30.
- ✓ One staff was working for two weeks remotely from home; one staff was off for at least 10 days due to illness. The library was presently open through December 8 for walk-ins or curbside by appointments. Access to the computer lab at this time was important for the community as residents were experiencing unemployment issues, job searches, and other needs. The restricted services may be extended through the end of the year if necessary due to Covid-19.

6. UNFINISHED BUSINESS

- Updated Library Re-Opening Policy and Covid-19 Preparedness and Response Plan.

Director Tinkham offered for review the updated policies which were made possible free of charge through the efforts of LLC Director Carol Dawe contracting for member libraries with Attorney Anne Seurnyck. The updates addressed sections of the 5-28-2020 Board approved policies related to the source of state health orders. No new board motions were needed.

7. NEW BUSINESS

- Resolution 2020-05 NADL Employee Remote Work Policy and Agreement.

During discussion Trustee Larsen said the policy covered the necessary points of working remotely. Director Tinkham said the library could restrict a hotspot for staff use if use of personal data became an

issue. The motion to approve the Remote Work Policy and Agreement was offered by Larsen with support by Pugno. President Chambers called for a roll call vote:

Roll Call Yeas: Jen Larsen, Ailene Pugno, Julie Vitale, Sharon Haege, David Chambers.
 Nays: None
 Absent: Michael Burns, Cindy Blamer.

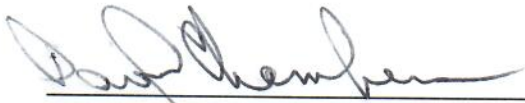
8. PUBLIC COMMENTS

9. BOARD MEMBER COMMENTS

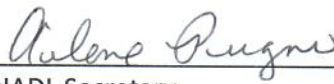
Treasurer Haege encouraged Director Tinkham and staff to keep up the good work.

10. ADJOURNMENT

A motion to adjourn the meeting was made by Haege with support by Pugno. AIF/MC. The meeting was adjourned at 6:00 p.m. by President David Chambers.



NADL President



NADL Secretary