

**NASHUA PUBLIC LIBRARY  
2 COURT STREET  
NASHUA, NEW HAMPSHIRE 03060**

**LIBRARY BOARD OF TRUSTEES MEETING**

January 5, 2021  
7:00 P.M.

WEBEX Meeting Information:

**Join by phone**

1-415-655-0001 US Toll

Meeting number: 126 728 9532 Meeting password: 86964924

**AGENDA**

1. Review of monthly bills and trust fund requests
2. Approval of Minutes from December meeting
3. Boston Advisors
4. Discussion regarding resuming in-person services
5. Tuition Reimbursement- Ashlee L.
6. Other business

REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE NASHUA PUBLIC LIBRARY

A regular meeting of the Board of Library Trustees was held at 7:00 pm on December 1 2020. Due to the library's closure to the public related to COVID-19 the meeting was held virtually using Cisco Webex Meetings.

Trustees present were:

Linda Laflamme (Chairman)  
David Pinsonneault  
Scott Jaquith  
Kristin Kane  
Manuel Espitia

Also present were Library Director Jennifer McCormack, Assistant Director Jenn Hosking, who took the minutes. One member of the public joined via phone at 7:10 pm.

Chairman Laflamme called the meeting to order at 7:05 pm.

The Board examined the bills and, upon a motion duly made by Mr. Pinsonneault, seconded by Mr. Espitia, unanimously:

RESOLVED that bills in the amount of **\$50,102.90** be approved for payment from the FY2020 **Regular** budget and bills in the amount of **\$382.24** be approved for payment from the **Fines** budget.

The vote was taken by voice roll call which resulted as follows:

Yea: Linda Laflamme (Chairman)  
Manuel Espitia  
Kristin Kane  
Scott Jaquith  
David Pinsonneault

Upon a motion duly made by Mr. Pinsonneault, seconded by Ms. Kane, the Board unanimously **approved the minutes of the November 4, 2020 meeting.**

The vote was taken by voice roll call which resulted as follows:

Yea: Linda Laflamme (Chairman)  
Manuel Espitia  
Kristin Kane  
Scott Jaquith  
David Pinsonneault

Upon a motion duly made by Ms.Kane, seconded by Mr. Jaquith, the Board unanimously **approved the minutes of the November 6, 2020 special meeting.**

Director McCormack discussed the recent pivot in library services to be curbside only due to the rise in the local COVID positivity rate and increase in community transmission. Multiple triggers that were set as benchmarks have been met.

Director McCormack shared the library's plan to continue to not charge overdue fines while materials are still being quarantined. Once there is a safe way to collect payment, fines will resume. Overdue notices will be reinstated beginning January 4, 2021.

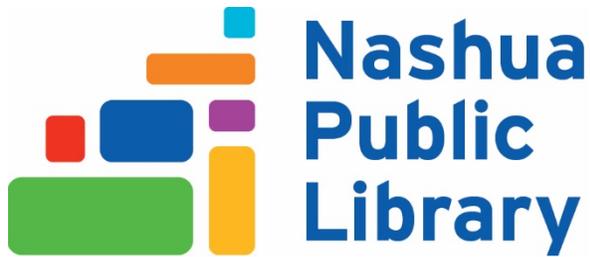
In other business, Director McCormack requested Board members send any biographical updates to her to update the Board's webpage.

There being no further business to come before the Board, upon a motion duly made by Mr. Pinsonneault and seconded by Ms. Kane, the Trustees unanimously:

RESOLVED: That the meeting be adjourned at 7:22 pm.

Attest \_\_\_\_\_

David K. Pinsonneault, Secretary



**January 5, 2021**  
**Director's Report**

**Department updates:**

- New picture book shelving has been ordered from Tucker Library Interiors which will bring the whole picture book collection together in one area
- Shelving has been ordered to establish a display area for new Children's books adjacent to the DVD shelves in that space
- The Adult biography and oversized collections are being weeded, once that is complete we will select new shelving for that area that matches the lower shelving we purchased for the paperback collection.
- We finally finished our work with Sirsi on improving Enterprise, the new look for the online catalog should go live shortly, I'll notify the board via email when it does.
- Our new HTML notices started going out in early December and they are a big improvement over the old plain text notices

**Administration updates:**

- The new contract with the NPLE union was approved by the full Board of Aldermen at their 12/22 meeting.
- No budget guidelines have been received from the Mayor regarding FY2022 but I am expecting that we will be very restricted. Assuming those guidelines come soon I'll have a proposal ready for the Board to consider at the February meeting
- We hope to start recruiting for the vacant Supervisor of Youth Services position sometime in January

**Remote Trustee meetings:**

When our Webex license expires this spring we can move to the ZOOM platform for Trustee meetings provided that the Governor's order permitting public meetings to be held electronically remains in effect. When the Governor lifts the state of emergency that has been in effect since last March that order will no longer be in effect and we'll have to return to in-person meetings. Here's a link to the order itself:

<https://www.governor.nh.gov/sites/g/files/ehbemt336/files/documents/emergency-order-12.pdf> and to some guidance on this issue from the NH Municipal Association

[https://www.nhmunicipal.org/sites/default/files/uploads/legal/public\\_meetings\\_rtk\\_covid-19\\_2020-09-17.pdf](https://www.nhmunicipal.org/sites/default/files/uploads/legal/public_meetings_rtk_covid-19_2020-09-17.pdf)

**November statistics:**

Curbside customers: 991 for a total of 3092 items

Self-check customers: 944 for a total of 3171 items \*through 11/21

662 movies viewed on Kanopy

937 eBooks, Audiobooks and magazines borrowed from Hoopla by 398 customers

5969 eBooks, audiobooks and magazines borrowed from OverDrive

3411 TumbleBooks were read