

**Deering Library Board of Trustees
762 Deering Center Road
Deering NH 03244**

Minutes of September 14, 2020

Trustees present: Chair Betsy Holmes, Gary Samuels, Susan Thomas

The meeting was called to order by Chair Holmes at 5:30 pm, on the porch of the School House building.

Minutes: Unanimous vote to accept the minutes of August 11.

Policies and Procedures: The Trustees discussed the drafts of updated policies and procedures for Laptop and Computer Use and Social Media, submitted by Betsy Holmes, Financial Protocols and Policies, submitted by Gary Samuels, and the Little Free Libraries, submitted by Sue Thomas. There were some minor alterations recommended, so these drafts will be reviewed again at the October Trustees meeting, and a vote to accept them will be made at that time. Additional policies and procedures will be updated in the future, after the budget deadline is met.

Past Perfect: The Trustees discussed the training for the Past Perfect software. It was decided to start the training later this Fall, after the budget is completed. Betsy Holmes was designated as the Trustee who will be responsible for the laptop and other computer related items.

Historic Register Plaque: The Trustees viewed the plaque and agreed that it should be hung next to the schoolhouse door. Betsy will have holes drilled as the plaque arrived without means to display. There was also a discussion about the message desired for the existing hanging sign. It was agreed that a changeable sign would be valuable.

School House Library Update: The Trustees reviewed the work that remains on the interior of the building. Existing shelving in the library has now been altered and needs to be moved. Also, a good cleaning is required, and organization of the existing books. The Trustees agreed to have a work day on Saturday September 19th at 9 am to address these issues.

Other discussion: Gary reported that the annual budget is due in October. He will provide a copy of last year's budget so that the budget process can begin. Gary has also volunteered to keep the schoolhouse library open on Saturdays during the Fall for lending current books.

Betsy made a motion to adjourn the meeting at 6:10 pm

The next Library Trustees meeting will be Monday October 5th.

Respectfully submitted,
Susan Thomas