

Hopkinton Town Library  
Trustees Meeting  
April 28, 2021

Attendees: Nancy Skarmeas (Chair), James O'Rourke (Treasurer), Sarah Chiappetta (corresponding secretary), Amy Stone (Foundation Liaison), Donna Dunlop (Library Director)

Missing: Jason LaCombe (Secretary)

Meeting was held online via Zoom Platform. Nancy opened the meeting at 7:02 pm

**SECRETARY'S REPORT**

The minutes of the March meeting were reviewed and approved.

**TREASURER'S REPORT**

The Treasurer's report was reviewed by the Board.

One gift from the Loft family for \$2600 directed toward the mural is noted. Barb Diaz has already begun working on the mural.

Income is decreased from usual due to changes related to pandemic.

Jim as incoming treasurer has completed the required paperwork at the bank to serve in his role.

**DIRECTOR'S REPORT**

The Library Staff continues to enjoy meeting every 2 weeks (as opposed to monthly) via Zoom. This may continue beyond COVID times.

67% of budgeted funds currently remain with 30% of the year complete, reflecting on target spending for the proposed budget.

Town information meeting ahead of voting is April 29. Donna will be present to answer any questions posed regarding upcoming town voting on May 1.

Donna presented that funds would be available from the New Hampshire State Library as part of the American Rescue Plan Act. The Board discussed whether HTL should pursue any of these funds. It was pointed out that funds may not be used for construction projects (e.g.. ADA accessibility improvements). The Board was in general agreement that unless a specific need was identified, we would not pursue funds that could be more impactful for poorly resourced libraries. Donna will seek more information regarding the potential need for increased internet or hotspot access in town from other town and school officials. The Board was in agreement that if a need for equitable internet access were to be identified, we would reconsider applying for funding for that purpose.

Curbside pick-up remains popular and current hours for walk through appear to be meeting community needs. Additional expansion of hours and access to community space will be done jointly with other town agencies in order that the policy regarding community access to public spaces is uniform.

The Library looks forward to hosting a community program, The Call of Kilimanjaro with Jeff Belanger in addition to other programs.

**See director's report attached.**

**NEW BUSINESS**

The newly drafted Materials Selection Policy provided by Donna was reviewed. The Board was in agreement with minor changes. This policy is more readable and succinct than the prior document.. Jim motioned to accept and it was seconded by Sarah.

## **OLD BUSINESS**

Future plans were agreed upon to address the Capital Project Review in the upcoming May meeting and anticipate undertaking the Strategic Plan review in the June Meeting.

The Library is working towards having a tent in place by June for story time, Summer Reading Program and potentially community use. Donna will be in contact with Jeff Yale, Fire Chief, for finalization of requirements for installation. Donna will reach out to school regarding their process of finding “certified installers” for the school tent installation.

Nancy adjourned the meeting shortly after 8 pm.

Respectfully submitted,  
Amy Stone, substituting for Jason Lacombe, Secretary

**NEXT MEETING: 5/26/21 at 7:00 pm.**