

**Philbrick-James Library
Meeting of the Board of Trustees**

This emergency meeting was held for the purpose of discussing the COVID-10 situation and took place remotely (via ZOOM) as recommended by the CDC

DRAFT minutes – Mar 23, 2020

Present: Mal Cameron, Emily Oxnard, Sadie Stimmell, Jane Miller, April Purinton and Library Director Candace Yost

Emily moved that we go into a non-public session, Sadie seconded. The meeting began with a role call vote to go into non-public session due to RSA-91-A:3, II(i) "Consideration of Matters Relating to the Preparation For and The Carrying Out of Emergency Functions" - all agreed. Meeting was called to order at 2:07pm. Present for this non-public session was Candace Yost.

Citizen Comments: none.

Agenda items:

1. Extending COVID-19 response to align with government recommendations. Remaining closed until public schools are called back in session. Continued pay to employees during closure with director assigning job duties at the library or work at home as needed: Emily moved that the library remain closed until school reopens, following CDC guidelines, NHLA recommendations and/or government recommendations. Sadie seconded. All agreed.

April moved that we continue to pay employees their regular hourly and/or salaried wages for the duration of the closure. Emily seconded. All agreed.

2. Update on town offices: Emily reached out to Kelly Roberts to find out how our two new trustees can be sworn in. Kelly is checking with legal and will get back to us.

3. We said our next meeting will be April 6. We need to decide if we will keep this as scheduled, change it to remote meeting, or reschedule: Next regular meeting scheduled for April 6th. We will touch base on Friday April 3rd to determine whether to hold the meeting via Zoom or postpone the meeting for another month.

Sadie moved that we leave the non-public session, Emily seconded. All agreed. Emily moved that we adjourn. Jane seconded. All agreed.

Meeting adjourned at 2:35 pm.

Respectfully submitted,
April Purinton

Next regular meeting (to be reviewed on 4/3): Monday, April 6 at 7 pm.