

# LIBRARY BOARD OF TRUSTEES

## REGULAR MEETING

Tuesday, November 17, 2020

Virtual Meeting, 6:00 P.M.

### PREAMBLE

Good Evening, as staff liaison for the Rochester Public Library Board of Trustees, I am declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of City government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location.

a.) **Providing public access to the meeting by telephone:** At this time, I also welcome members of the public accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the disruptive behavior continue thereafter, that person will be removed from this meeting. The public can call-in to the below number using the conference code. Some meetings will allow live public input, however you must have pre-registered online, otherwise, the meeting will be set to allow the public to “listen-in” only, and there will be no public comment taken during the meeting.

Phone number: 857-444-0744

Conference code: 689461

b.) **Public Access Troubleshooting:** If any member of the public has difficulty accessing the meeting by phone, please email [jessica.carroll@rochesternh.net](mailto:jessica.carroll@rochesternh.net) or call 603-332-1428, ext. 2.

c.) **Public Input:** Due to the ongoing situation with COVID-19, the City of Rochester will be taking extra steps to allow for public input, while still ensuring participant safety and social distancing. In lieu of attending the meeting, those wishing to share comments, when permitted, with the City Council (Public Hearing and/or Workshop settings) are encouraged to do so by the following methods:

- **Mail:** Marie Lejeune/Public Input, 65 South Main Street, Rochester, NH 03867 (*must be received at least three full days prior to the anticipated meeting date*)
- **email** [marie.lejeune@rochesternh.net](mailto:marie.lejeune@rochesternh.net) (*must be received no later than 4:00 pm of meeting date*)
- **Voicemail** 603-335-4199 (*must be received no later than 12:00 pm on said meeting date in order to be transcribed*)

Please include with your correspondence the intended meeting date for which you are submitting. *All correspondence will be included with the corresponding meeting packet (Addendum).*

d.) **Roll Call:** Please note that all votes that are taken during this meeting shall be done by Roll

Call vote.

Let's start the meeting by taking a Roll Call attendance. When each member states their name (and/or ward), also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law. Additionally, Trustees are required to state their name and ward each time they wish to speak.

## **AGENDA**

1. Call to Order, Preamble, and Roll Call attendance
2. Acceptance of the Minutes of the October 20, 2020 Regular Meeting.
3. Treasurer's Report
4. Friends of the Library Report
5. Communications from the Interim Library Director
  - a. Update on re-opening plans
  - b. Holiday Hours
  - c. Thanks for Giving-NH Food Bank Drive
6. Committee Reports:
  - a. Hiring Committee
7. Old Business
  - a. Pandemic Policy review
  - b. Library Director Job Description
  - c. Deputy Director Position
  - d. Newspapers/Trust
8. New Business
  - a. Trustee Meetings: format/configuration of future meetings
9. Other
10. Adjourn