

**MINUTES**  
**LIBRARY BOARD OF TRUSTEES MEETING**  
**November 6, 2019**

**Attendance:** Trustees: Deborah Lancaster, Scott Ames, David Church, Marian Goode, Kristine Roberts, Library Director, Ellen Snoeyenbos, Assistant Library Director, Jed Phillips. Absent; Jerry Lawrence. The meeting was called to order at 5:30pm by David.

**Minutes:** Review of October 9, 2019 minutes. David motions to accept the minutes as written, Kristine seconds the motion and it is approved unanimously.

**Monthly Reports:** The following reports, for the month of October 2019, were reviewed, discussed and accepted; Financial Report, Circulation Report, Children's Librarian Report, Assistant Director's report and Director's Report. A motion was made by David to accept the reports as written, it was seconded by Scott. It was approved unanimously.

**Unfinished Business:**

- Security cameras have been installed but the software is not completed. The staff has to be trained to operate the system.
- Jed attended a meeting about 1st Amendment law and will be training the staff the on patrons private rights and how to handle any challenges if they arise.
- Ellen has signed a "memo of understanding" to be designated as a Certified Climate Resilience Hub after being inspected by the Climate Crew.

**New Business:**

- Ellen went to Census training at the Bridgewater Town Hall.
- Michael White is coming in to inspect our restrooms to give us some options for possible upgrades.
- Ellen and Jed are writing up a Disaster Plan for fire, flood, etc.
- Ellen is looking into the cost for Jed attending the PLA in Nashville before approving his attendance.

**Next Meeting:** December 18, 2019 at 5:30 pm

**Adjournment:** A motion to adjourn at 6:22 p.m. was made by David, seconded by Kristine AIF.

Respectfully submitted by Marian P. Goode, secretary