

Minutes of the June 2, 2020 Regular Meeting
of the
Library Board of Trustees

Members Present: Karen McComb, Nancy Germain, Beth Knapp, Toni Morrison,
Amy Peters, Kathy O'Connell, Nancy Seifts, Nancy Welch.
Members Absent: None
Staff Present: Sherry Matthews, Director
Guests Present: None

Meeting Called to Order by 4:00 p.m.

- I. Public Comments: None.
- II. Motion to approve the corrected Minutes of the May 5, 2020, Regular Meeting was made by N. Welch, seconded by K. O'Connell and passed unanimously.
- III. Friend's Report: None.
- IV. President's Reports – Karen McComb
 1. K.McComb welcomed new trustee Beth Knapp and provided her with copies of the Trustee Handbook and Policy Book.
- V. Treasurer's Report – Nancy Seifts
 1. Financial reports were provided to the Board prior to the meeting. The County will taking over the financial billing/payroll responsibilities for the town so adjustments to billing/payroll will be made accordingly.
 2. A. Peters questioned the lack of donation received from the Friends, but was informed by K. McComb that the Friends have not met recently.
- VI. Committee Reports:
 1. Collection – No report.
 2. Publicity – See old business.
 3. Building –K. O'Connell informed the Board that the basement is empty, the dumpster has been removed. Questions regarding dehumidifier(s) were raised. There were two dehumidifiers, but they are no longer in the basement. K. O'Connell will check with Randy to see if he knows anything about them since they were town property. The locking mechanism on the front door fails at times. K. O'Connell will investigate solutions to the issue. Regarding the side entrance:work is progressing, color will be dark brown when completed. John Foley is working on the garden area. The thermostat will be relocated by Mike Visscher to allow for shelving of books as well as

better heating control. K. McComb and K. O'Connell will be notified by Sherry if there are issues with the building. Town will be providing security cameras for the library.

4. Personnel – Evaluations planned to be completed prior to budget workshops.
5. Fundraising – Tote bags are available for purchase. They will be sold at the Farmers Market and are available in the library. Regarding the Annual Gift Card Tree Raffle, a motion to spend no more than \$500.00 on gift cards for the tree was made by N. Welch, seconded by B. Knapp and passed unanimously. Cards will be purchased by T. Morrison.
6. Events/Programs – Programming for the summer is up in the air. Future plans will be put on hold. A motion to renew the existing movie license was made by N. Welch, seconded by N. Germain passed unanimously. K.O'Connell will be in charge of movie nights.
7. Community Involvement –Plan of Service is currently on hold. N. Welch informed the Board that the Plan for Reopening was completed and has been filed with NYS Department of Health. All grants are on hold for the foreseeable future.
8. Finance – no report.

VII. Director's Report:

1. The Director's Report was provided to Trustees prior to the meeting. SALS is requiring an amendment to the Bylaws regarding the wearing of masks. A motion to place an addendum to the bylaws requiring patrons to wear a mask until further notice was made by N. Seifts, seconded by N. Welch. The following Board members voted Nay: K. O'Connell, K. McComb. All others voted Aye. The Motion passed.
2. Summer Youth Employment Program through Dept. of Social Services – Sherry will investigate and follow up.

VIII. Old Business

1. Publicity –Sherry and N. Seifts will take over the duties of the Facebook page, B. Knapp will make program posters as needed and will be the Chamber liason.

IX. New Business

1. A big thank you to Mr. Norm Germain for building frames for the plexiglass barriers in the library.

Motion to adjourn was made at 5:15 p.m. by N. Welch, seconded by N. Germain and passed unanimously.

Respectfully Submitted,
Toni E. Morrison, Secretary