

Minutes of the Meeting of the Board of Trustees Eastern Monroe Public Library

The regular scheduled monthly meeting of the Board of Trustees of the Eastern Monroe Public Library was held remotely due to the ongoing COVID-19 pandemic on August 18, 2020.

Present: Ann Super, Katherine Neville, Seamus McGraw, Jan Selving, D. Migliacci, Deb Kulick, Liz Kostner, Maria Candalaria.

Absent: Tim Hegarty.

Staff in attendance: Sue Lyons, Mary Erm, Rose Hewitt, Julie Bonser

The meeting was called to order at 8:30 A.M. by Board President Ann Super.

L. Kostner noted that the minutes of the July 21 meeting incorrectly reported her as absent. D. Kulick/L. Kostner moved to accept the minutes as amended. The motion passed unanimously.

Presidents Report: - A. Super noted that most of the improvements to the Hughes branch have been completed and once again praised the staff for the efforts to reopen the library under challenging circumstances, saying “your creativity is just amazing.” A. Super also lauded S. Lyons for her work over the past month in “aggressively pursuing... and securing” grants from a variety of sources.

Treasurer’s Report –Copies of the treasurers report were circulated before the meeting. S. Lyons noted that on balance, the library’s finances were within expectations, due in part to the loan from the Payroll Protection Program. Because all of those funds were used to meet payroll obligations, it is expected that the loan will be forgiven, and the paperwork to support that is expected to be completed shortly. It is hoped that the loan will be forgiven this year so that it does not carry into 2021.

S. Lyons also noted that after the country-wide reassessment this year, revenue from some municipalities seems to be larger than in years past, while other municipalities seem to be contributing less. That will be monitored and if necessary the matter will be discussed with the appropriate authorities.

S. McGraw/M. Candalaria moved to approve the bills as presented and the measure passed unanimously.

Committee Reports:

Buildings and Equipment – No report. K. Neville noted that there has been discussion about developing a data base to keep track of maintenance schedules so that in at least some cases the board has advance notice when **regular repairs or replacements are needed.**

Fundraising: None.

Publicity & Community Relations - No report. It was noted that Channel 13 has covered the library in recent days, and WBRE is expected to air a segment on the library Wi-Fi hotspots on September 11.

Policy and Operation J. Selving is expected to add language to the draft of the amended portions of the policies regarding bullying and sexual abuse and harassment to include contractors who work directly with the public. The board is expected to consider the final version at the September meeting.

Personnel: No report.

Smithfields: Electricity has reached the worksite, S. Lyons reported, but a delay in HVAC installation has meant that the flooring for the library portion of the building has not yet been installed. S. Lyons said she still hopes that the work will be completed and we'll be able to move in by August 31, adding that the mover has prior obligations after that date, and thus, "we could have problems" if the work is delayed beyond that date.

Director's Report – *A full copy had been distributed by email prior to the meeting*

Youth Report: *A full copy had been distributed by email prior to the meeting.*

Old Business – Due to a death at the firm, the meeting that had been expected this month with our auditor has been delayed until September. The board also expects to solicit bids for an auditor for next year.

New Business. The board agreed to delay the September meeting by one week. The new date is September 22.

The meeting was adjourned at 9:17 am on a motion by S. McGraw/J. Selving. Motion passed unanimously.

Respectfully Submitted,

Seamus McGraw

Secretary