

**HOWLAND PUBLIC LIBRARY
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
MAY 12, 2020**

Pledge of Allegiance

Call to Order: Jan Dolan called the meeting to order at 7:00 PM.

Roll Call of Members:

Via Video Conference: Jan Dolan, Arabella Drouillard, Diane Landau-Flayter, Kathleen Furfey, Darlene Resling, Thomas Rigney, Karen Twohig, and Director Kristen Salierno, *ex officio* and Recording Secretary Julie Beyer.

Votes: All votes were unanimous, unless otherwise noted.

Public Participation: None.

Guest Speakers: None.

Reading of the Minutes of the Previous Meeting:

The April 14, 2020 minutes were approved on a **motion** by K. Twohig and seconded by K. Furfey. Motion carried. The May 6, 2020 minutes were approved on a **motion** by D. Landau-Flayter and seconded by T. Rigney. Motion carried.

Financial Report: See attached report.

D. Resling made a **motion** to accept the Financial Reports for April, 2020 as presented. Seconded by K. Furfey and carried. The **motion** to accept the warrants and claims for vouchers numbered 3048-3076 for the month was made by K. Twohig and seconded by D. Landau-Flayter. Motion carried. On a **motion** by A. Drouillard and seconded by K. Twohig, a year end budget transfer was accepted as proposed. Motion carried. On a **motion** by T. Rigney and seconded by D. Landau-Flayter a budget adjustment for the Friends Donation was approved. Motion carried.

President's Report: See attached report.

Director's Report: See attached report.

D. Resling stated she is very impressed with the amount of programs that are being offered. K. Twohig asked Director Salierno to please let the staff know how happy the Board is with their work. T. Rigney reiterated how proud he is of the staff and all the offerings of programs. He stated he had concerns regarding the use of Zoom and whether it's use had been run through the IT department. Director Salierno stated there have been upgrades to Zoom for enhanced protection and that has been purchased. As no personnel information is being shared it has been ok'd by Mid-Hudson IT Department. D. Resling stated the church is using Zoom for Sunday services. Director Salierno said there is a disclaimer posted for all web access programs.

Unfinished/Committee Reports:

Board Development/Policy Committee:

K. Furfey stated they will have to have a Plan B for orientation of the new trustees and then they will need to work on discussion for a pandemic policy.

Building Committee:

T. Rigney stated they have not convened as the building issues are evolving so quickly. They will need to meet prior to opening to make sure that everything is up to code before the building reopens.

Personnel/Nominating Committee: see Report

A. Drouillard stated they have not had a meeting.

Planning Committee:

K. Twohig asked if there were any graduating seniors at the library. This is the time of year for the Savoit Award and it could be done virtually if the Board decides to do it that way. Director Salierno will check with Ginny.

Friends Liaison Report:

A. Drouillard stated she had been in contact with Marcia. There is no budgetary changes since March and everyone is doing well.

New Business:

K. Salierno stated there have been five petitions turned into the school district and there are five open positions. There will also be a space on the ballot for write ins. She needs to get Bio's from all the candidates to get things on the website and press releases. She will email them to get them the information they need to turn in. They will have to be sworn in by July 15th. As information becomes available, she will get it to A. Drouillard and the Nominating Committee. There are 7 criteria for a region to re-open from the PAUSED status and then 8 specific criteria for each business. This criterion needs to be accepted by the Board by a vote, so there will probably need to be a meeting before the June meeting. If the library were approved to open in 7 days, they will not have everything in place yet. There was discussion regarding scheduling an emergency meeting, but was decided that with things changing so frequently, the Board will wait until they have a more concrete opening day and plan. There was much discussion regarding what safety measures the library could enforce, such as masks and Director Salierno stated she is getting advice from the Western New York Library Resource Counsel as well as MHLS.

Good and Welfare:

T Rigney stated if there are remaining funds in the election budget line, perhaps an offer to assist with the payment of the school district election would be a good idea. Director Salierno stated they may be charging the library. After much discussion it was decided she will ask the attorney if they have the right to charge the library and if so what amount.

The Director stated that the Open Meeting Law amendments were only extended until June 6th so she is not sure how the Board will be meeting in June. As more information is set it will be forwarded.

Agenda for June 9, 2020 Meeting to start at 7:00 PM:

Adjournment:

D. Resling made a **motion** to adjourn at 8:06 PM. Seconded by D. Landau-Flayter and the motion carried.

Respectfully submitted,

Julie Beyer, Recording Secretary

MOTION to accept the minutes

MOTION to accept the Warrants and Claims

MOTION to accept the Financial Report

MOTION to approve a year end budget transfer

MOTION to approve a budget adjustment for the Friends Donation

MOTION to continue to pay staff willing to be “on call” during the library closure

Attachments