

Worth-Pinkham Memorial Library

BOARD OF TRUSTEES MEETING

May 18, 2020

Minutes

1. Call to Order & Attendance in Accordance With the Open Public Meeting Act at ??? pm. John Mongelli, Hugh Turk, Herman Crowley, Jeff Clutterbuck, Leann Surz, Dane Policastro, Diane Mardy, Gretchen Corsillo, Patricia Crossley, Alyssa Harvey and Caroline Richards were in attendance.

2. Minutes of April 20, 2020 Regular Meeting – J. Clutterbuck and P. Crossley moved to approve.

3. Public Session

No Public in attendance

4. Correspondence

None to report

5. President's Report

John Mongelli

None

6. Vice President's Report

Hugh Turk

None

7. Treasurer's Report

Herman Crowley

Capital Account: \$80,740.81

Operating Account: \$63,358.83

Total: \$144,099.64

We will get our check from the Boro after the council meeting this week.

Bills list reviewed. Final bill for architect \$4200, all his work is complete and grant application submitted today.

Gretchen to sign operating cost checks and Herman to sign Capital expenditures checks.
Herman Crowley moved to approve the bills list for May 2020. J. Mongelli seconded. All approved.

8. Secretary's Report

Caroline Richards

None

9. Director's Report

Gretchen Corsillo

This month record EBCCLS and Hoopla due to library being closed.

Grant application submitted no ETA on when we will get an answer. Gretchen will send a copy of what we submitted.

Finance audit rescheduled until library reopens.

Gretchen and John Hanlon have submitted all pandemic related costs for the library and Boro to FEMA for March and April. Example expenses for library would include payroll, cleaning and sanitizing products and PPE's.

No reopening timetable. Gretchen appointed to BCCLS taskforce for reopening of libraries. John is on trustee development committee as well.

All employees still working from home.

Alyssa still doing story time for Preschool thru kindergarten virtually. Crafts posted on line and silly Saturday getting good response and having good parent contact.

Summer reading will be online and Alyssa is rebuilding and rewriting the program.

Will be having summer performer shows online, and virtual field trips and online library card sign ups. Working with kindergarten teachers and school.

10. Council Liaison

Dane Policastro, Councilman

Mayor and Council want to thank everyone for their dedication and continued health. All looking forward to reopening when safe.

11. School Liaison

Diane Mardy, Superintendent

School working on virtual field trips for the students and happy with the library and school connection.

12. Committee Reports:

A. Personnel Committee-

None

B. Finance Committee-

None

C. Library Strategic Plan-

Complete

D. Sub-Committee –

a. Title Search Committee-

NR

E. Policies and Procedures Committee

None

F. Building and Grounds-

NR

G. Friends of the Library-

On hiatus until things return to the “new normal”.

13. Old Business-

NR

14. New Business-

Reopening plan, no dates as of yet. Infor changes daily.

Currently operating in Phase 1 staff only, answering phones, getting building inside cleaned in anticipation marking out social distancing. All staff will to come back during Phase 2. Ordering masks, gloves, sanitizing gel etc. Dane offered to help with getting PPE's if needed.

Phase 2 curbside pick-up, keeping virtual programing and curbside craft pick-up.

Phase 3 Special hours for compromised people and seniors, limited persons entering the building, curbside continues.

Phase 4 Full library access, no large gatherings or in person programs.

Phase 5 Total restoration of hours and access. Probably not until the end of the year.

Closed Session- none

Date of next meeting June 15,2020 Adjournment 8:35 J. Clutterbuck and H. Crowley