

Worth-Pinkham Memorial Library
September 21, 2020 Board Minutes

1. Call to Order & Attendance in Accordance with the Open Public Meeting Act at 7:35pm.
Attending the meeting in person: John Mongelli, Hugh Turk, Jeff Clutterbuck, Leann Surz, Gretchen Corsillo, Herman Crowley, and Patricia Crossley.
Attending on Zoom: Dane Policastro, Caroline Richards, Diane Mardy, and Alyssa Harvey.
2. Minutes of June 15 Regular Board Meeting – Jeff moved to approve. Seconded by Hugh. All approved.
3. Public Session – No public in attendance.
4. Correspondence – None.
5. President’s Report – None.
6. Vice-President’s Report – None.
7. Treasurer’s Report –
June 30, 2020 Account Balances: Capital Account \$76,594.31
Operating Account \$99,290.74
July 31, 2020 Account Balances: Capital Account \$76,600.91
Operating Account \$81,039.24
August 31, 2020 Account Balances: Capital Account \$76,607.51
Operating Account \$120,430.22
All bills approved retroactively – Hugh moved to approve. Seconded by Jeff.
Budget vs. Actual Costs – waiting for expense billing from Boro.
8. Secretary’s Report – None.
9. Director’s Report – Circulation is returning to normal. Most pick-ups are in person, a few still curb-side. The FEMA application will hopefully cover 75% of Covid-related costs, which include: Plexiglas, PPE, library cleaning, and signage. The Library is out under \$10,000. The Grant recipients should be announced this month. The Adult Programs are reaching new patrons. Computers are now open in the library with limited time. There are 2 new hires this month and there are several leaks in the roof due to rain.
10. Council Liaison – None.
11. School Liaison – School is open with ½ day for instruction, am/pm and then remote at home. Things going well, students adapting.
12. A. Personnel Committee – Introduction of new hires. Gretchen is requesting an Annual Review.
B. Finance Committee – Jeff moved to approve the 2019 Financial Report. Seconded by Hugh.
2021 Holiday & Meeting Schedule – Jeff moved to approve. Seconded by Leann.

Fines – Fines have been suspended thru December with the exception of Museum Passes.

C. Library Strategic Plan – None.

D. a. Title Search Committee – None.

E. Policy & Procedures – Discussion included topics of ‘Working From Home’ and ‘Compensation & Benefits.’ Currently there is no designation of permanent vs. substitute employees in terms of PTO (Paid Time Off) or job status. Hugh moved to revise and permit the compensation & benefits plan to include paid time off on an accrual basis for substitute employees. Seconded in Jeff. All approved.

F. Building and Grounds – As a result of Storms, several dangerous trees came down and damaged others as they fell. These have been removed and others are being evaluated for removal.

G. Friends of the Library – There will be a meeting in late October to evaluate fund raising during COVID and leadership.

13. Old Business – None.

14. New Business – Jeff moved to approve new hires. Seconded by Herman. All approved.

Date of next meeting: October 19, 2020

Adjournment at 8:45pm on a motion by Jeff. Seconded by Herman. Approved by All.