

MINUTES
CLINTON COMMUNITY LIBRARY
MONTHLY BOARD OF TRUSTEES MEETING
Monday, June 8, 2020 - 6:30pm

- *Meeting conducted via teleconference due to the public health closure of the Library and the suspension of certain requirements of NYS Open Meeting Law during the "Covid 19" pandemic.*

WELCOME/CALL TO ORDER – at 6:30pm by President Mary Pat Sternberg.

ROLL CALL – by Secretary Sue Ellen Fairbanks. In attendance: Library Director Carol Bancroft, Johanna Whitton, Mary Pat Sternberg, Chris Johnson, Justin Carroll, Kim Lewis, Tim Sullivan, Sue Ellen Fairbanks and Eliot Werner. Excused absence: Marion Auspitz. Also in attendance, Michael Whitton, Clinton Town Board Liaison.

MINUTES

Approval of Minutes of May 11, 2020. Motion by Tim to approve. Second by Johanna. Approved unanimously.

PUBLIC COMMENTS – None. No members of public in attendance.

Clinton Town Board Liaison - Councilman Michael Whitton – No changes or updates for this month.

COMMITTEE REPORTS:

Finance

- Johanna Whitton reporting. Motion by Johanna to approve May 2020 Financial Reports, second by Justin. Approved unanimously.

Governance – Kim Lewis reporting. Review and approve updates and changes to library policies due to COVID 19 pandemic:

- Motion by Kim to approve the updated Computer Use Policy. Second by Johanna and approved unanimously.
- Motion by Kim to approve the Patron Code of Conduct Policy, which added #10 for a public health emergency. Second by Chris and approved unanimously.
- Motion by Kim to approve the updated Personnel Policy, which had several additions for employee leave and telecommuting. Second by Tim and approved unanimously.
- Motion by Kim to adopt the Proactive Infection Plan, a new plan written for the COVID 19 pandemic. Second by Sue Ellen and approved unanimously.
- Motion by Kim to approve the Reopening Plan and Business Safety Plan. Second by Chris and approved unanimously.

Fundraising – Sue Ellen reported that the team has not met since April 23, and there are no updates. All scheduled events have been put on hold due to the current COVID-19 state of emergency. We will address again this summer.

Operations – No report. Since Matt has left board, we will need to find a new chairperson for this committee.

Long Term Planning- Sue Ellen reported no updates. Will try to have an in person meeting with members of team this summer, if possible.

Facilities – Mary Pat reporting. Team has not met. Mary Pat contacted Nancy Cunningham from the Town Board about library reopening plan.

DIRECTOR'S REPORT

- Report attached. Reopening Plan is complete and per Carol, library is ready to reopen tomorrow on Tuesday June 9 for curbside pickup with limited hours to start. Motion by Mary Pat to assign Carol Bancroft as the COVID 19 Coordinator with authority to continue to move through the phases of reopening over the next few months. Second by Eliot. Approved unanimously.
- Carol happy to report that today she received the grant for Optimistic Aging programs. Also that Jenny is working hard to get the summer reading program off the ground, in collaboration with the Hyde Park and Staatsburg libraries.

OLD BUSINESS

- None.

NEW BUSINESS

- None.

ADJOURNMENT – Motion by Mary Pat at 7:03pm to adjourn. Second by Chris. Approved unanimously.

Next Meeting – Monday, August 10, 2020 (*Format TBD in accordance with State and County public health guidelines*)

APPROVED