

Ellenville Public Library & Museum

April 20, 2020 Board Meeting Minutes

Members Present: Trustees Donald Odom Jr., Kate Walsh-Eckert, Pam Buchwalter, Michelle Mainolfi, attorney Dawn Conklin, absent with cause Kristen Fowler, acting director Susan Mangan

- I. Call to order 6:03 pm (DO)

Pledge of Allegiance

Moment of silence for COVID-19 victims locally, around the state and around the world

- II. Minutes

- a. **MOTION:** accept March's meeting minutes (PB/MM/unanimous)

- III. Financial Reports

- A. Treasurer's report

- a. **MOTION:** accepted (KW-E/MM/unanimous)

- B. Bills to be paid

- a. **MOTION:** accepted (KW-E/MM/unanimous)

- C. Budget analysis

- a. **MOTION:** accepted (KW-E/MM/unanimous)

- IV. Petitioners

- a. none

- V. Correspondence

- a. Letter regarding Employee A which is under advisement of personnel committee at the moment. Action is forthcoming in due course.

- VI. Committee Reports

- A. Building & Grounds

- a. Two reports were submitted by Jim Hyatt and Santi Tree

- i. Buildings and Grounds will meet, discuss questions and report back to the board

- B. Personnel Committee

- a. **MOTION:** to allocate funds not to exceed \$2,000 to the budget line for legal consultation (EL/MM/unanimous)

- C. Museum Committee

- a. No report due to the COVID-19 pandemic

- D. Planning Committee

- a. Materials are prepared for things that might be useful to consider. Eve

- b. Consider allowing the public the rights to use the internet for school/work purposes from cars/benches/safe spaces

- c. The Facebook and Instagram posts are amazing, great job!

- d. NY Primaries scheduled for June 23rd, we should consider the last Tuesday in June (June 30th) for our budget vote

- i. **MOTION:** to tentatively set our budget vote for June 30th pending change from the Governor (EL/MM/unanimous)

VIII. Old Business

- a. Many programs have been cancelled or postponed

IX. New Business

- a. **MOTION:** to accept the attached Pandemic Plan with Dawn's added language (EL/MM/unanimous)
- b. A letter was sent to Marty Rabkin thanking him and concluding his services effective April 30th
- c. Reopening timeline is a moving target and will need to be monitored and adjusted as necessary

IX. Reports were emailed to the board and will be attached

- A. Director/Children's Librarian Report- see attached
 - a. Under the CARE Act we may get a tax credit, but because we are a government entity we are not eligible
 - b. Staff was given online coursework/training to complete. The staff need to be commended for all of their hard work during the pandemic
 - c. Sexual Harassment training is ready for staff and board members
 - d. Employee E started the teen advisory board meeting on Facebook
 - e. Museum manager is working on ways to get the museum online
 - f. Due to the pandemic, patrons can sign up online for a library card
 - g. Newsletter needs a different format in the future
- B. Adult/Teen Programmer- see attached
 - a. Meeting with Teen Advisory Board online
 - b. Is doing a phenomenal
- C. Museum Manager- see attached
 - a. Taking an online class on mold and pests
 - b. Online exhibit

X. Meeting adjourned at 6:49 (PB/MM/unanimous)

THE NEXT BOARD MEETING WILL BE MONDAY May 18, 2020.