

# Ellenville Public Library & Museum

*July 20, 2019 Board Meeting Minutes*

**Members Present:** Trustees Donald Odom Jr., Kate Walsh-Eckert, Pam Buchwalter, Michelle Mainolfi, Erin Levine, acting director Susan Mangan, Nicole Sorbara, entered at 6:45: attorney Dawn Conklin

- I. Call to order 6:10 pm (DO)
- II. Pledge of Allegiance
- III. Minutes
  - a. **MOTION:** accept June's meeting minutes (PB/MM/unanimous)
- IV. Financial Reports
  - A. Treasurer's report
    - a. **MOTION:** accepted (EL/PB/unanimous)
  - B. Bills to be paid
    - a. **MOTION:** accepted (EL/PB/unanimous)
  - C. Budget analysis
    - a. **MOTION:** accepted (EL/PB/unanimous)
- IV. Petitioners
  - a. Nicole Sorbara spoke on behalf of the staff regarding the mask requirement. Clarification was provided by the board. The board's intent is never to micro-manage the staff.
- V. Correspondence
  - a. A letter was received from Ellen Selimotic asking the library to open on August 3rd. Don will be calling her tomorrow.
  - b. A letter of thanks was received from Sandy Marsh.
- VI. Committee Reports
  - A. Building & Grounds
    - a. The humidity is causing something to grow on the wall where the wallpaper was. Kurt is scrubbing it down with bleach.
    - b. We need to look into dehumidifiers for the library and museum
  - B. Personnel Committee
    - a. Don was contacted by Tanya from Civil Service. The board needs to meet to discuss matters of personnel at a later date.
    - b. Michael is able to work longer hours for security
    - c. The library will start opening by appointment for limited use starting August 3rd with limited openings earlier.
  - C. Museum Committee
    - a. Nothing to report
  - D. Planning Committee
    - a. Nothing to report
- VIII. Old Business

- a. Nothing to report
- IX. New Business
- a. Oath of Office: Erin Levine was sworn in remotely- paper to be signed tomorrow at the library
  - b. We need to firm up Daniel's position as treasurer
  - c. Reopening/safety policy looks great
    - i. MOTION: to accept the safety policy as presented by Susan (KW-E/MM/unanimous)
- IX. Reports were emailed to the board and will be attached
- A. Director's Report
  - B. Children's Librarian's report
  - C. Museum Clerk
- X. Meeting adjourned at 7:20 (PB/EL/unanimous)

**THE NEXT BOARD MEETING WILL BE MONDAY August 17, 2019.**