

# Ellenville Public Library & Museum

*June 15, 2020 Board Meeting Minutes*

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

I. Call to order 5:59 pm (DO)

Pledge of Allegiance

II. Minutes

- a. **MOTION:** accept the previous two minutes from May (KW-E/MM/unanimous)
  - i. The minutes are in the shared google drive

III. Financial Reports

- A. Treasurer's report
  - a. Daniel Tucker needs to start signing off on reports as treasurer. He also needs to add his signature on file at the bank (EL/KW-E/unanimous)
- B. Bills to be paid
  - a. **MOTION:** accepted (EL/KW-E/unanimous)
- C. Budget analysis
  - a. **MOTION:** accepted (EL/KW-E/unanimous)

IV. Petitioners

- a. none

V. Correspondence

- a. A letter from Howard Baul will be discussed in executive session

VI. Committee Reports

- A. Building & Grounds
  - a. The museum board was repaired
  - b. The building was given a deep clean
    - i. Some prices could go down depending on material costs
- B. Personnel Committee
  - a. Saturday hours will be discussed after a further evaluation on how the library is functioning on a day to day schedule Monday-Friday.
- C. Museum Committee
  - a. Don sent a letter asking the MAB members to reapply as the MAB becomes a museum committee next month.
    - i. Hank Bartosik would like to be on the museum committee
    - ii. The Friends Group is still in the works, COVID is slowing progress
- D. Planning Committee
  - a. Future meeting to be determined

VIII. Old Business

- a. Budget vote update

- i. Budget vote counting will be Wednesday. School staff will be conducting the ballot counting and it will be streamed on YouTube

IX. New Business

- a. Reopening is going “mostly okay” as per Susan. There is a lot to be considered due to COVID, but all is going smoothly
- b. The library has worked out a system for curbside pick up which has started slowly through call ins and is working well. A full roll out will be happening next week
- c. Charging for faxes and copies should be waived due to COVID
- d. Reports were emailed to the board and will be attached
  - A. Director/Children’s Librarian Report- see attached
  - B. Adult/Teen Programmer- see attached
  - C. Museum Manager- see attached

- X. Executive session to discuss matters of personnel at 6:31; not to reconvene (EL/MM/unanimous)

**THE NEXT BOARD MEETING WILL BE MONDAY JULY 20, 2020.**