

THE RICHARDS LIBRARY



“A GATEWAY TO KNOWLEDGE AND ADVENTURE”

ESTABLISHED 1901
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THE RICHARDS LIBRARY BOARD OF TRUSTEES JUNE 17, 2020 REGULAR MEETING

The meeting was called to Order at 10:01 AM On June 17, 2020 by President Esther McTague.

Roll Call of Members:

Present: Esther McTague, Suzanne Glebus, John Schroeter. Sue Matzner and John Gitto

Excused Members Absent: Sarah Gebbie-Measeck

Unexcused Absence:

Non-Voting Members: Elaine Cowin, Secretary; Gina Colburn, Treasurer; Michael Sullivan, Director

Public: None

Consent Agenda Motion: Motion by. John S. Second by Sue. Unanimous.

-Adoption of Agenda

-Approval of Prior Meeting Minutes

-Treasurer/Financial Officer Report

1. Report of Receipts and Disbursements - See Monthly Financials

2. Warrants - See Monthly Financials

Period of Public Expression: None

Correspondence: None

Director's Report: Accepted as presented. Discussion ensued as to the possibility of needing to quarantine documents for 7 days rather than the previously acceptable 3 days. (Post Meeting Note: 3 days continues to be accepted practice as directed by SALS.)

Committee Reports:

-Personnel: (Sue Matzner, Sarah Gebbie-Measeck)

-Budget/Finance: (John Gitto, John Schroeter, Gina Colburn) Budget Committee Meeting set for June 23rd at 10:00.

-Policy: (Sue Matzner, Elaine Cowin, TBA)

Future Closing Policy has been put on hold because of the ever changing situation with COVID 19. Motion made by Sue and Seconded by John S.: Any and all plans and policies related to phased reopening due to COVID 19 health crisis has blanket approval of the Richards Library Board of Trustees. Unanimous.

-Building & Grounds: (John Schroeter, John Gitto)

-Ad Hoc: (Elaine Cowin, John Gitto) Ad Hoc Committee set for June 25th at 10:00.

-Outreach: (John Schroeter)

-Fundraising (Suzanne Glebus, Elaine Cowin, TBA)

Old Business: Discussion to prepare for 2022 Budget referendum earlier in the calendar year including more lawn signs and even more transparency throughout the year.

New Business: It is anticipated that Phase 4 will open July 1, 2020. The week of July 6th Team 1 will be preparing for public usage, and the week of July 13 Team 2 will continue preparations or possible reopen for public use. Curbside service will begin as soon as all materials leave quarantine and have been disinfected. The Public will be encouraged to return materials now.

Period of Public Expression:

Next Board Meeting: Tuesday July 7, 2020 at 10:00 AM.

Other Business: Discussion of publishing a quarterly newsletter to keep public abreast of happenings at the library. Mike is looking into the costs involved.

Motion to Adjourn Meeting: Motion by John S. Second by Sue. Unanimous at 10:42.

Minutes Approved at 7 July 2020 Board of Trustees Meeting