

# THE RICHARDS LIBRARY



**“A GATEWAY TO KNOWLEDGE AND ADVENTURE”**

ESTABLISHED 1901  
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## **THE RICHARDS LIBRARY BOARD OF TRUSTEES Special Meeting August 18, 2020 MEETING**

The meeting was called to Order at 10:02 AM on Tuesday, August 18, 2020 by President Esther McTague.

### **Roll Call of Members:**

**Present:** Esther McTague, John Gitto, Sue Matzner Suzanne Glebus, Sarah Gebbie-Measeck

**Excused Members Absent:** John Schroeter

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

**Public:** Bridgette Connelly Howe

**Period of Public Expression:** None given

**Consent Agenda Motion:** by Sue and Second by Suzanne. 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

### **New Business:**

Expansion of Services and Hours through this portion of the pandemic as our numbers are appropriate. Tuesdays and Thursdays during the hours of 10:00am through 2:00pm allow use of public computers by appointment.

Resuming copy and fax services by appointment.

Allowing up to four people for browsing

Staffing amendments discussed.

September 14 as a possible date for resuming activities mentioned above.

School children expansion was discussed.

Children under 13 must be masked and accompanied by parent

**Period of Public Expression:** None

**Next Board Meeting:** Tuesday, September 1, 2020 at 10:00 AM.

**Other Business:** The Board entered Executive Session at 10:57 to discuss a matter of personnel. Motion to adjourn Executive Session was made by Sue and Seconded by Suzanne at 11:05. Unanimous.

**Motion to Adjourn Meeting:** Motion made by Sue at 11:06. Seconded by Sarah. Unanimous

**Minutes Approved at 1 September 2020 Board of Trustees Meeting**