

G.A.R. Memorial Library Trustees Meeting Minutes
 June 9, 2020, 7pm, Remote via GoToMeeting (COVID-19 quarantine)

Present: Marcia Sellos-Moura, Fred Chanania, Amy Custance, Corinn Flaherty, Wendy Reed, Tom Salvo, Heather Conner, Sandra Nawrocki, Holly Cole
 Recording Secretary: Amy Custance

Agenda Item	Outcome
Approve Outstanding Minutes	<p>Marcia made a motion to approve the minutes from the April 14th, May 19th, and May 26th meetings. All were approved unanimously with a roll call vote. Wendy will make revisions to the May 12th minutes in the building remediation section and then they will be voted on at the next meeting</p>
Director's Update	<ul style="list-style-type: none"> a. New warrants will be coming in a couple of weeks. There wasn't any purchasing done while the library was closed but it resumed a couple of weeks ago. Amy will continue to sign warrants on behalf of the Board. b. Angus contacted Corinn asking what we wanted to do about the 10 hour position before the scheduled BOS meeting. Marcia and Fred drafted a letter to the BOS stating we would withdraw our request for the 10 hour position but would revisit the request when the library is up to full operation. c. BOS approved the library's curbside pickup plan and then Corinn met with Paul Sevigny, the health inspector. He made suggestions concerning the phasing which is numbered differently than the State's phasing and suggested removing an email option for patrons to use to request materials. Corinn will amend these and the Board unanimously approved the curbside pick up plan as amended in the "Question and Answer" section. d. Corinn confirmed that all the staff have been in except for the two 10 hour positions. When curbside begins they will be working in teams of 2 with one person per shift being responsible for insuring cleaning standards are being met. The staff will work one hour before curbside begins and one hour after. All employees now have laptops and are able to also do some work from home. e. Decisions on the next phase will be discussed at the next meeting. f. We discussed the G.A.R. Covid-19 Reopening Plan Corinn sent to everyone. It was decided that to avoid confusion she would change Phase 1 to Phase a, and so on. The Board unanimously approved the document with the mentioned revisions.
Update on Building Remediation	<ul style="list-style-type: none"> a. Wendy dropped off samples of the flooring which Corinn and the staff were very pleased with and they chose a bamboo color. Wendy is working on getting estimates from installers and will coordinate with Corinn to get access to the building. Fred proposed that the Trustees move \$15K from the Trust Fund to the Gift Fund to insure that the money would be available to cover any bills incurred during this process. It was unanimously voted by the Board. b. While the library has been closed, the DPW has completed several of the projects from the Board's building maintenance list. This week Brian will be installing insulation in the attic where there were ice dams in the past.

Landscaping Update	Amy contacted Peter Dryden, the landscaper we have used for the last few years, to see if he would like to maintain the gardens again this year and he agreed to. Late last week Corinn contacted Amy to let her know there was a caterpillar infestation on the hydrangea. Amy called Peter and he came over and cleared them off the plants and will be doing another sweep of the bushes this week.
Reopening update	Corinn said that the Story Walk will be going up tomorrow and will be announced in the newsletter as well as the new website and the virtual summer programs. Tom asked if there were enough PPE for the staff. Corinn said staff is expected to supply their own masks and the library has enough wipes and gloves available for now and if they run out Paul Sevigny can supply more.
Vote for new Officers	We voted on the Board of Officers and the following positions were filled: Chairman – Wendy Reed Vice Chair – Fred Chanania Treasurer – Tom Salvo Secretary – Amy Custance Corresponding Secretary – Holly Cole All races went uncontested and the slate of candidates as proposed by Marcia was unanimously approved
Next meeting	Marcia proposed that we meet earlier on the 2 nd Tuesday of the month while we are meeting remotely. After polling the members of the Board it was decided that we would keep the 7:00 meeting time in place. Our next meeting is scheduled for July 14, 2020.
Items Review of Action	Wendy will make revisions to the May 12 th meeting minutes. Corinn will revise the Covid-19 Reopening Plan as mentioned earlier. Fred will work with Tom to get the funds transferred from the Trust Fund to the Gift Fund.

Meeting Adjourned.

The Trustees next meeting is scheduled for July 14, 2020.