

PAWLING FREE LIBRARY
Board of Trustees
Minutes of Meeting
September 3, 2020

Attendees: Stephanie McLaughlin, Nick Robertshaw, Susan Stone, Karen Franco, Amy Emke, Heather Fidler, Megan Burlington, Virginia West, Wanda Rusiecki, and Brian Avery (Director)

Guest: Nancy Chiarello

Call to order: Meeting was called to order at 6:48.

Guest Nancy Chiarello thanked the Library, and Donald Partelow in particular, for allowing her to share her poems during the program Words from the Heart which she presented virtually on August 14.

Minutes of Previous Meeting: Motion to approve by Stephanie & 2nd by Susan. All in favor.

Director's Report: A copy of the report was provided to all trustees. Items discussed were:

- Digital magazine circulation went up compared to the month before.
- Sexual harassment prevention training is due to be completed by all trustees by October 1.

Move to approve the director's report by Stephanie, 2nd by Virginia. All in favor.

Treasurer's Report: A copy of the report will be provided to all trustees who request it.

- Motion to not defer social security deductions at this time by Nick, 2nd by Megan. All in favor.

New Business:

a. Centennial Committee Update.

- Susan reported a change in the Centennial schedule due to COVID19. The Centennial Celebration will kick off next May. From that point, there will be one program or event each month, culminating with the Gala in May 2022.
- The Centennial slogan has been changed to "Roaring into the Next Century."
- Regarding the Centennial budget, Susan reported that she will submit a grant proposal to the Donaldson Group to help fund Centennial educational activities.

b. Buildings and Grounds Committee Update.

- Applications have not yet opened for the Community Development Block grant. We would need a vote of support from both the Town

and the Village Boards in order to be fully funded. The grant proposal would be for construction of ADA-compliant restrooms in the Library and removal of the in-ground oil tank.

- c. Reopening Committee Update.
 - Another question will be added to the Health Screening Form, to confirm that the person has not recently visited a state on the governor's travel advisory list.
 - Motion to accept the revised Pro-Active Infection Plan by Stephanie, 2nd by Susan. All in favor.
 - A new Stage 5 was created which allows 10 patrons in the building, opens the building to the public 7 days a week, and omits special vulnerable hours. Move to approve the revised Re-Opening Protocols by Stephanie, 2nd by Karen. All in favor. Motion to move to Stage 5 on Sept 8 by Stephanie, 2nd by Virginia. All in favor.
- d. Annual Report to the Community. Brian reported that the Annual Report has been printed and is in the process of being mailed.
- e. Board Business.
 - We are actively seeking new Board members.
 - The Governor's executive order permitting virtual open meetings is about to expire. If it is not extended, the Board will meet at an outdoor venue in October. Meanwhile, Board members will communicate with Albany re the need to extend the virtual meetings order.

Motion to adjourn by Stephanie, 2nd by Virginia. Meeting adjourned at 8:19.

Respectfully submitted by: Karen Franco, Secretary

Next Meeting October 8, 2020.