



62 Chestnut Street, Oneonta, NY 13820 607.432.1980

**Board of Trustee Minutes
10-14-20**

Called to order at 2:05.

Present: Carolyn Austin, Diane Aaronson, Glenda Bolton, David Hyland, John Pontius, and Tina Winstead.

Meeting held via Zoom.

Minutes

Glenda made a motion that was seconded by David to approve the 9-16-20 meeting minutes after the addition of a decimal point to change the DVD fine from \$25 to \$.25 per day overdue. All in favor.

Financial

John made a motion that was seconded by David to approve the payment of bills and the budget amendment. All in favor.

Director's Report

COVID-19: Dr. Emanuel Goldman, a virologist from Rutgers University Medical School has sent a comment to The Lancet stating that the Reopening Archives, Libraries, and Museums (REALM) studies have been poorly designed to duplicate the typical viral load on most library materials. The Directors of the Library Systems in the state have sent a letter to the state librarian asking for the Department of Health to weigh in on the protocol to quarantine library materials for 7 days.

Staff: A temporary laborer has stepped in to take care of the park during John Lynn's absence and many patrons have been complimentary about how nice the park looks.

Statutory Disability and Family Medical Leave: the insurance invoice has been received and Tina is working on a policy for the library. The City Personnel Director said she will not assist the library in administering this benefit.

Budget 2021 Presentation

John made a motion that was seconded by Glenda to approve the budget and library payroll as presented. All in favor.

Other

Park Project: The Stimson Landscape Architect team is working on 50% Construction Documents which will be presented to the Board committee later this year.

Master Plan: discussion was held about the four options that Rob Cullin presented at the last meeting. It was decided that the focus should be on reorganizing the building and updating the first floor. Tina will look for a designer to implement the changes.

Capital Fund: John reported about the meeting held with Ginny Lee, Finance Director for the City. She was very helpful and the Board appreciates her input.

Meeting adjourned at 4:06 due to a weekly library program that needed to use the Zoom.

Meeting reconvened on October 23 at 2:05.

Present: Carolyn Austin, Diane Aaronson, Glenda Bolton, David Hyland, and Tina Winstead.

Capital Fund: The Board decided to form a committee to develop a resolution that defines the fund and explains how it can be used.

Foundation Requests: a variety of needs at the library were discussed. Tina will send letters of request for funding to conduct a building assessment, to digitize some of the local newspapers, and to pay for tree trimming in the park.

Holidays 2021: David made a motion that was seconded by Diane to approve the attached Holidays. All in favor.

Board meetings 2021: Glenda made a motion that was seconded by Diane to approve the attached Board meetings.

Staff Development Day: David made a motion that was seconded by Glenda to close the library on Wednesday, November 4 from 4:00-6:00 for Staff Development Day. All in favor.

Brad Kingsburg from Creative Library Concepts will be asked to attend the next Board meeting to discuss the re-design of the first floor.

Next Board meeting: Wednesday, November 18 @ 2:00.

Meeting adjourned at 3:07.