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62 Chestnut Street, Oneonta, NY 13820 607.432.1980

**Board of Trustee Minutes  
3-11-20**

Called to order at 2:02.

Present: Ruth Allen, Glenda Bolton, David Hyland, John Pontius, and Tina Winstead.

Absent: Carolyn Austin

John made a motion that was seconded by Glenda to approve the 2-12-20 meeting minutes. All in favor.

Director's Report

Tina is making progress on the data needed by KBA for development of the Master Plan.

Home Delivery participation dropped in 2019 so new promotional material and a strategy to advertise the service was developed.

Glenda made a motion that was seconded by Ruth to pay Emily her full-time wages for two weeks after her leave time runs out to be reviewed if necessary as she transitions back to work after a life-threatening illness. All in favor.

The Coronavirus that was seen in epidemic proportions in other countries, has reached the U.S. The Library has begun disinfecting all commonly touched surfaces 3 times a day. Half of the children's toys were removed and will be quarantined on a rotational basis. Signs indicating the steps that the library is taking and steps that patrons can take to stay safe will be posted throughout the building.

Ruth made a motion that was seconded by Glenda to renew Jonathon Roger's cleaning contract with a payment of \$1300 per month. All in favor.

Financial

Ruth made a motion that was seconded by John to approve the bills. All in favor.

John and Tina will meet with Ginny Lee, Director of Finance about what the Board would like to see on the treasurer's reports.

Other

Park Project-Stimson's compensation level was discussed as well as their ability to fulfill the MWBE.

Next meeting: Tuesday, April 7 @ 2:00.

Meeting adjourned at 3:30.