

Minutes from the Royalton Hartland Community Library Board of Trustees Meeting

June 1, 2020 7:00 PM

Zoom Meeting

Attendees: Regina Brown, Debbie Brown (via Zoom), Keith Bond (via Zoom), Kathy Henninger, Linda Pickreign, Margaret Allen, Director Gretchen Schweigert, Teresa Facklam. Absent: Gretchen Lang, Carole George. Attending through Zoom-Michele Smith, Rebecca Schweigert, June Sheldon, Ellen Gagne.

The special Zoom meeting was called to order at 7:00PM by President Margaret Allen

The regular order of business was dispensed as to time constraints of Zoom and the need to have time for the Director to update everyone on the procedures for re-opening.

Old business:

- A motion was made by Regina and seconded by Kathy that we accept the estimate of \$7,430 from Granzow construction for a new handicap ramp to be financed through the Library Construction Aid Grant. Motion accepted
- A motion was made by Debbie and seconded by Kathy that we complete the updating of the lighting in the office and upstairs meeting room. Motion accepted
- The board voted to remove our request for an increase of \$2000 from the school ballot this year in light of the current situation.
- The board agreed to purchase a memorial book in Gail Kester's memory. Gail served as the Library's Treasurer during a transition time. She was a valued member of our board and will be missed.

New business:

- A committee will be formed in the future to develop some new policies.
- Under Governor Cuomo's Executive Order 202.26, the library's election of trustees and budget vote shall be rescheduled to September 15, 2020 and collection of signatures for nominating petitions is hereby suspended until further notice.
- Budget committee meetings will be scheduled in the near future.

Director's Report:

- Gretchen has completed the Business Re-opening plan which must be voted on and submitted to the Health Department prior to opening. Motion from Linda and second from Regina, motion was carried.
- A hold harmless statement has been requested from our insurance company as per a request from NIOGA.
- The CARES Act will provide two and a half months of payroll.
- A virtual summer reading program, Page Turner Adventures, was explained. Five days a week for ten weeks the program includes comedy theater shows, crafts, recipes, author interviews, contests, games and more. We can fund this through our programming budget and the Friends

have offered to help also. Other NIOGA libraries are participating, which will lower the price to \$400.00.

- Curbside pickup can begin possibly next week. Gretchen will have a staff meeting to plan the logistics for this.
- Curbside pickup is the only service we can offer at this time.

Meeting adjourned at 7:40.

Respectfully submitted,

Margaret Allen

We would like to thank Gretchen for the work she has done through this trying time. Not only has she cleaned and quarantined books that have been returned, but she has also stayed on top of all the requirements for re-opening, (some that change daily), and filled out paper work so that we are in compliance with all the rules and regulations. She has also rearranged areas of books, and is working on organizing records. Thank you!!