

Minutes of the Meeting of the Board
Of Trustees of the Acorn Public Library
Microsoft Zoom
May 13, 2020

1. The meeting was called to order at 7:07 p.m.

- A. Those present were James J. Richmond, President; Mary Walter, Secretary; Brad Duff-Hudkins, Treasurer; Michelle Alfano, Kimberly Duffy, Jackie Muscarella, and Barbara Rhodes, Trustees. Also present were, Dorothy Koll, Director and Nancy Agler, Secretary to the Board
- B. Quorum determined
- C. Recognition of visitors at meeting – None
- D. Approval of Agenda and request changes to Agenda

Call to Order

Roll Call

Jackie Muscarella made a motion and Mary Walter seconded to approve the agenda.

Roll Call Vote:

Ayes: James J. Richmond, Brad Duff-Hudkins, Mary Walter, Michelle Alfano, Kimberly Duffy, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried

- E. Public comments - None

2. Consent Agenda

- A. Approval of March 11, 2020, Regular Board Meeting Minutes
- B. Treasurer’s report
- C. Approval of bills
- D. General Fund Income and Disbursement report
- E. Monthly staff reports
- F. Committee reports

Consent Agenda

Mary Walter made a motion and Barbara Rhodes seconded to approve the Consent Agenda.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Brad Duff-Hudkins, Michelle Alfano, Kimberly Duffy, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried

3. New Business

- A. Semiannual Review of Executive Session Minutes

New Business

**Executive
Session Minutes**

After board discussion, it was decided to leave minutes “as is” and address again at the September meeting.

- B. Discussion and Consideration of Resolution No. 236, A Resolution Authorizing the Payment of Certain Routine and Recurring Expenses.

**Resolution No.
236**

Michelle Alfano made a motion, seconded by Mary Walter to approve Resolution No. 236.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Brad Duff-Hudkins, Michelle Alfano, Kimberly Duffy, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried

C. Discussion and Consideration of continuing work from home plans during Covid-19 Pandemic

Work from Home Plans

Dorothy explained that under Phase 1 of the reopening plan, the curbside service will allow the patrons to return materials via the book drop. There will be limited staff on duty at specific times. After some discussion, it was decided to keep paying working employees.

D. Discussion and Consideration of Temporary fine amnesty during Covid-19 Pandemic

Temporary Fine Amnesty

The board discussed that at this time, this will create good will. This topic will be revisited again in September.

Brad Duff-Hudkins made a motion, seconded by Mary Walter to approve the temporary fine amnesty until Sept. 1.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Brad Duff-Hudkins, Michelle Alfano, Kimberly Duffy, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried

E. Discussion and Consideration of Covid-19 Reopening Plan

Library reopening Plan

Dorothy presented a great plan to reopen in phases with time at the Library and time working at home.

F. Discussion of everything Library Trustees Need to Know during Covid-19 Webinar

BOT Webinar

The webinar is scheduled for Thursday, May 14, from 2:00-4:00 p.m.

G. Discussion of Summer Reading Program

Summer Reading Program

The Friends of the Library agreed to purchase a license to Beanstack, a virtual summer reading tracker. This year's theme is "Imagine Your Story."

H. Discussion of FY21 Working Budget Draft

FY21 Working Budget Draft

Discussed using maturing CD to pay down bond debt and save on interest. No fines and fees will be included. There will be reduced programming.

I. Discussion of FY21 Employee Evaluations and Raises

FY21 Employee Evaluations and Raises

The board and director discussed how they plan to proceed in FY21.

4. Old Business - None

Old Business

5. Correspondence - None

Correspondence

6. Open Forum

Open Forum

The board is impressed with Dorothy's work during this pandemic.

7. Executive Session – None

8. Adjournment

Mary Walter made a motion, seconded by Jackie Muscarella to adjourn the meeting.

Roll Call Vote:

Ayes: James J. Richmond, Mary Walter, Brad Duff-Hudkins, Michelle Alfano, Kimberly Duffy, Jackie Muscarella and Barbara Rhodes

Nays: None

Motion carried.

Meeting adjourned at 8:16 p.m.

Mary Walter, Secretary

Dated: _____, 2020

**Executive
Session**

Adjournment