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

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

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

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

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

I. Discussion of FY21 Employee Evaluations and Raises
The board and director discussed how they plan to proceed in FY21.

4. Old Business - None
5. Correspondence - None
6. 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