

VALATIE FREE LIBRARY
Minutes of September 21, 2020 virtual meeting

Meeting came to order at 7:03pm

Present:

Trustees: Emilia Teasdale, Jill Leinung, Shirley Kelly, Sally Hogan, Meg Todisco, Kristi Berner

Library: Director Elizabeth Powhida

Excused: Jeremy Shank

Guests: None

Public Comment

None

Approval of Prior Meeting Minutes

The minutes from the August 17, 2020 virtual meeting were reviewed. Motion of Trustees Leinung/Kelly to approve the minutes carried.

Treasurer's Report

Trustee Kelly presented her report. Miscellaneous items mentioned, including:

- Library donations are down this year
- Library copier/fax expenses down
- Library will have unplanned expense to deal with woodchuck tunnel near shed, bid quotes ranging from \$175 to \$280 discussed
- New Furnace discussion

President Teasdale said the construction grant has been approved, waiting for the state reimbursement next year.

Treasurer Kelly said the contract for the new furnace is \$5,100, library needs to provide the full funding up front from the Capital Fund, before the state reimburses \$2,500.

Motion of Trustees Berner/Hogan to replace the furnace carried.

- Group discussion about possible fundraising ideas including, outreach letter, "No Book, Book Sale", postcard - "we're staying open for you" or "Help us `give you a warm welcome", Children's corner outreach

Motion of Trustees Leinung/Hogan to approve Treasurer's Report carried.

Director's Report

Director Powhida presented her report, including:

- All board members need to view 2 required videos and sign document by mid-October
- Plans for library's limited re-opening on October 5 with Covid-19 precautions in place including: signs to remind people to stay 6 feet apart, patrons will be allowed in the building for 15 minutes, only 2 patrons at a time or one family, only one person in stacks at a time, everyone exits through emergency door, computer time - one person facing window, one person facing parking lot, only 2 employees working at a time, plenty of cleaning/safety supplies on hand

Old Business

1. Landscaping
2. Long Range Plan - survey

New Business

1. Board member opening
Motion by Trustees Kelly/Hogan to accept Marianne Schmitts' resignation from the board carried.
2. Sick Leave Policy
Motion of Trustees Todisco/Leinung to approve Paid Sick Leave policy carried.
3. Harrassment policy form

Trustee Concerns

None

Meeting Close

Motion to adjourn meeting by Trustees Hogan/Todisco at 8:05 carried.

Minutes submitted by Kristi Berner