

**Seymour Public Library District Board of Trustees Meeting via zoom**

**Date: June 23, 2020** - The meeting was called to order at 4:07 pm

Trustees Present: Russ Harkins, Ellen Dellostritto, Jim Hanley, Nancy Karpinski, Meg Vanek, Larry Liberatore

Excused: Joe Runkle, Ginny Kent, Dawn Taylor

Staff Present: Lisa Carr, Dixie Warner-Webert

<b>CONSENT AGENDA</b>		
<b>Minutes 5/26/2020 meeting Committee Reports: Board Governance 6/4/20 Finance 6/15/20 Executive 6/16/20</b>	Remove Director's Report from Consent Agenda as it was not sent out with other materials	<b>Motion to remove Director's Report from the Consent Agenda by Ellen Dellostritto, seconded by Russ Harkins, motion approved unanimously</b>
<b>UPDATES</b>		
<b>Lisa Carr gave a verbal Director's Report on the day to day operations during the Covid 19 pandemic.</b>		
<b>Agenda Item</b>	<b>Discussion</b>	<b>Action Taken/Next Steps</b>
<b>ACTION ITEMS</b>		
<b>Finance 5/20 Financial Statements 5/20 Claims paid</b>	Ellen Dellostritto reported that the Financial Statements for May 2020 are in order. Starting in June, expenses in connection with Covid 19 will be listed.  Claims for May 2020 are in order.	<b>Motion by Ellen Dellostritto to accept the Financial Statements for May 2020, seconded by Meg Vanek, approved unanimously.</b>  <b>Motion by Ellen Dellostritto to accept claims paid for May 2020, seconded by Larry Liberatore, approved unanimously.</b>
<b>Staff Hiring</b>	Library Director Lisa Carr reported that she has hired, Theresa Millus as Cleaner for 10-15 hours/week at \$14.75/hour. She has also hired Alexis Rivers as a summer intern to fulfill the obligations of the SCRLC oral history grant. Alexis will be paid using funds from this grant.	<b>Motion by Russ Harkins to approve the hiring of Theresa Millus and Alexis Rivers, Ellen Dellostritto seconded, approved unanimously.</b>
<b>Removing overdue fines from all materials</b>	The Board approved going fine free for Children's Room materials in April; now time for all materials to be overdue fine free. Finance Committee recommends fine free.	<b>Motion by Meg Vanek to remove overdue fines from all library materials, Russ Harkins seconded. Motion passed unanimously.</b>
<b>DISCUSSION ITEMS</b>		
<b>Reopening Updates</b>	Lisa reported that possible opening of the building for customer browsing and leaving between August and September. Soft opening between now and August. Larry Liberatore stated that it is important to show customers the whole plan: "This is how we are opening and why"	
<b>Construction Updates</b>	Lisa is waiting for the dollar amount of money that will be allocated for Finger Lakes library System. 14 million for all libraries in NYS. Also waiting on cost estimate for renovating West Lobby in order to apply for state money; need bid documents by August.  Ellen Dellostritto expressed thank you on behalf of the Board to retiring staff members Danette Davis, and Terry Grove for their many years of service.	

The meeting was adjourned at 5:08 pm

**Next Regular Board of Trustees Meeting: July 28, 2020 at 4:00 pm via zoom**

Respectfully submitted,

Russ Harkins, Secretary