Seymour Public Library District Board of Trustees Meeting via Zoom

Date: May 26, 2020

Present: Nancy Karpinski, Ellen Dellostritto, Joe Runkle, Ginny Kent, Larry Liberatore, Meg Vanek, Jim Hanley

Excused: Dawn Taylor, Russ Harkins

Staff Present: Lisa Carr, Dixie Warner-Webert The meeting was called to order at 4:07 pm

Agenda Item	Discussion	Action Taken/Next Steps	
CONSENT AGENDA	1 21364331011	rector rancing react steps	
Minutes of April 28, 2020 meeting May 2020 Director's Report Finance Committee Report	Ellen Dellostritto requested inclusion of Building Committee minutes as part of consent agenda	Joe Runkle moved to approve consent agenda with addition of Building Committee minutes, Nancy Karpinski seconded, approved unanimously.	
PUBLIC COMMENT none TRUSTEE EDUCATION none UPDATES none			
Agenda Item	Discussion	Action Taken/Next Steps	
ACTION ITEMS			
Finance April 2020 Financial Statements April Claims paid Approval of 990	Ellen Dellostritto reported that the Finance Committee met last month; expenses are different from what was budgeted due to Covid-19 expenses. Claims still not being audited due to Covid-19. Ellen recommended a resolution for approval of 2019 990 by full board. RFP for 2020 audit will be sent out in July.	Motion to approve the April 2020 Financial Statements by Nancy Karpinski, seconded by Meg Vanek, approved unanimously. Motion to approve claims paid by Larry Liberatore, seconded by Joe Runkle, approved unanimously. Motion for approval of the 2019 990 by Ellen Dellostritto, seconded by Nancy Karpinski, approved unanimously.	
Committees Election of Executive Committee Appointment of Committee Chairs	Ginny Kent reported that the appointment of committee chairs are ready for approval by the Executive Committee.	Motion to approve the slate of five Board members to form the Executive Committee: Larry Liberatore, Ellen Dellostritto, Joe Runkle, Russ Harkins, Ginny Kent; with Library Director Lisa Carr as chair, by Ginny Kent, seconded by Meg Vanek, approved unanimously. Motion by Ginny Kent to the Executive Committee to approve the appointment of committee chairs as follows: Board Governance: Ginny Kent Building: Larry Liberatore Finance: Ellen Dellostritto Audit: Joe Runkle Larry Liberatore seconded, approved unanimously.	

Reopening Resolution Policies	Need to add FMLA Leave Expansion and Paid Sick Leave and Seymour Library Covid-19 policies to employee handbook. Need Board approval of section 1 & 2 of Covid-19 policy,	Motion to approve the following reopening resolution by Larry Liberatore: "When it has been determined that Seymour Public Library District may operate with restrictions, the Board authorizes the Library Director to do so in accord with the NY State Safety Plan template and CDC guidance." Seconded by Ginny Kent, approved unanimously. Motion by Nancy Karpinski for Lisa tp make suggested corrections to Covid-19 policy and return to the Executive Committee for review. Meg Vanek suggested that it be made more comprehensive for any future crisis. Ginny Kent seconded, approved unanimously.
Agenda Item	Discussion	Action Taken/Next Steps
DISCUSSION ITEMS		
Update from Seymour Library Foundation meeting, May 21, 2020	Nancy Karpinski reported that highlights of the meeting included: keeping same officers and committees for rest of the year, reviewed the audit, passed a resolution to not allocate any monies to the library for 2021, roof work is on hold. Ownership of the building is an ongoing discussion, a committee is being formed to further the discussion: two representatives from the foundation (Nancy Karpinski, Mike Trapani) and two from the library district. Larry Liberatore and Ellen Dellostritto volunteered. Nancy will take the lead and develop an agenda.	
Reopening: NY Safety Plan Draft	Lisa reported that any business that will be reopening must submit a plan and keep on filea work in progress at this time. Ellen thanked Lisa and the staff for all the work that coping with the pandemic has involved.	

The meeting was adjourned at 5:30 pm

Next Regular Board of Trustees Meeting: June 23, 2020 at 4:00 pm Respectfully submitted, Russ Harkins, Secretary