

## **Minutes for Library Board of Trustees Meeting January 12, 2021**

Meeting Commenced at 10:00 (This was a zoom meeting)

Attendees: Bob Odess, Christina Becker, Mary Laedlein, Sue Sawyer, Ken Gottry

Minutes from December were accepted without discussion. Treasurer's report was discussed – Cambridge Gym donation was deposited, and it is anticipated that there may be more donations coming.

### **Old Business**

SALs has reviewed the Continuation of Operations Plan Document. Discussion included adding in board approval for long term telecommuting. CB will review the telecommuting policy. BO made a motion to approve the COP Document. ML seconded, motion passed.

The budget is being worked on. It will be sent to the village in January. CB will reach out to Kate Canini to clarify the wording and amount for school budget vote. The budget should be close to this year's expenditures. There may be money left over from the staffing budget line. CB will check with Lance for any "carryover" money.

Staffing pay was discussed. At the beginning of the pandemic staff was fully paid with the understanding that work could be off-site. Going forward, pay will be for hours worked on-site. Only director and assistant will be salaried. CB continues to await a laptop from SALs.

### **New Business**

Curbside service will continue until the next board meeting. If SALs shuts down, library schedule may have to be adjusted. Library will close if any staff member tests positive for COVID. In the event of an adjustment, an emergency board meeting will be necessary. KG made a motion to extend the current curbside schedule, to be reviewed at the next meeting. ML seconded, motion passed.

Christina is preparing to make purchases with donations from Gym closing. In addition to books and DVDs focusing on health (physical and mental wellness), there will be “take home kits” that should be ready to circulate in February.

New Make and Take kits have been ordered for January and they should be ready for circulation in February.

Air purifiers are making a difference in reduction of dust and air quality.

**Next meeting will be Tuesday, February 23 at 10:00 am. This will be a zoom meeting.**

Motion to adjourn ML, seconded by BO. Meeting ended at 11:00

Respectfully submitted,

Mary Laedlein