

Baldwinsville Public Library
Board of Trustees
Minutes of Meeting – May 6, 2020

PRESENT: Craig Maguire, President; Linda Clarkson, Vice-President; Mary Lou Carpinella, Sue Downey, Edward McManus, Robert Manning; Margaret Van Patten, Library Director; Krista Wells, Secretary

ABSENT: Barbara Aitken

NB: Due to COVID-19 pandemic NYS Law allowed for meeting attendance via videoconferencing. The following people attended via videoconferencing: Clarkson, Carpinella, Manning, McManus

The Board meeting was called to order by President Maguire at 7:38 p.m.

- I. Conflict of Interest. There were no reports from Board members of any conflicts of interest relating to the Board members or library matters.
- II. Disposition of Minutes of April 8, 2020. The minutes were distributed and discussed. Motion by McManus, seconded by Downey that the April 8, 2020 minutes be accepted as corrected. Carried.
- III. Treasurer's Report: Public Fund. The Budget Status Report for 07/01/2019 – 3/31/2020 was distributed and discussed. Motion by Carpinella seconded by Clarkson that the Public Fund report as of 3/31/2020 be approved and accepted as presented. Carried.
- IV. Treasurer's Report: Donation Fund. No Donation Report provided. Van Patten reported a \$50 donation with no restrictions. Motion by Clarkson, seconded by Downey that the \$50.00 donation be accepted. Carried.
- V. Bills: Public Fund. The Public Fund Bills Payable Report dated 4/08/20 -5/06/20. Motion by Downey, seconded by Manning that the bills for 04/08/20-05/06/2020 be approved and accepted as presented. Carried.
- VI. Bills: Donation Fund. No bills presented.
- VII. Public Comments. None.
- VIII. Old Business.

A. Updates

1. Library Construction Grants.

a. Parking Lot. Manning reported there is no status change on the grant at this time. King & King is aware no contract will be awarded until the grant has been accepted.

b. Next Grant Cycle. Van Patten has submitted a notice of intent to file for the next cycle construction grant. Van Patten reported replacing the cooling tower will cost around \$50,000.00.

2. Monthly Energy Review. The energy data has not been released by National Grid at this time.

B. Long Range Planning Committee Report. A meeting will be scheduled once current social distancing guidelines have been lifted.

C. Trustee Election and Budget Vote. Van Patten reported that the voting guidelines issued by the Governor have changed. School Districts are required to hold a vote on June 9, 2020 by absentee ballot only. Some libraries are allowed to hold a vote in September. September would be too late to submit tax rates. An allowance is made for the Library to go on the School District's ballot, however there is concern with this method at the School District. Van Patten has submitted a question via the "Ask A Lawyer" program to see what options are available to the Library.

D. Other – Ruth Connell Award. The Ruth Connell Award was discussed by the Board. Motion by Downey, seconded by Manning to temporarily delay the Ruth Connell Award until the Library is re-opened and operations normalized. Carried.

IX. New Business

A. COVID-19 Reopening Plan. Van Patten discussed the various committees that have been working towards a unified re-opening plan for the county libraries. McMahon announced that county

operated libraries would be opening May 26, 2020 as part of the county's phased re-opening plan. Van Patten stated the Library would be ready to open for curbside pickup by that date. She also reported that plexiglass has been purchased to fabricate sneeze guards. The sneeze guards would be installed prior to any patrons having access to the Library building.

Motion by McManus, seconded by Downey to open the Library in coordination with the Central Libraries. Carried.

- X. Directors Report. Van Patten reported that online content usage has gone up in the past few weeks. A number of librarians are creating digital content for patrons on Facebook and YouTube. Library staff are also responding to phone calls and assisting patrons while working from home or in the Library following appropriate social distancing protocols.
- XI. Adjournment. Motion by Downey, seconded by Clarkson that the meeting be adjourned at 9:05 p.m. Carried. The next regularly scheduled Board meeting will be held on Wednesday, June 10, 2020 at 7:30 p.m.

Respectfully submitted.

Krista Wells, Secretary