

**Glen Cove Public Library  
Board of Trustees Meeting  
Minutes for June 15, 2021**

**Attendance:**

Present were Trustees, N. Ackerman, S. Jakubiak, , M. Maher, A. Petrash, Treasurer R. Abbondandolo; Director K. Flynn, Assistant Director J. Cabo, Trustee elect M. Morales

The public can register on the Library website to attend a meeting through video conferencing using Zoom.

The meeting was called to order at 6:47 by Mike Maher, President of the Board of Trustees.

**I. Minutes:**

A motion was made by N. Ackerman to accept the minutes of the April 2021 meeting. Seconded by S. Jakubiak. All in favor.

**II. Bills:**

The warrant for May 2021 covering the period 5/19/21 – 6/15/21 for total transactions of \$82,454.39 was presented for approval. A motion to accept the warrant was made by N. Ackerman. Seconded by S. Jakubiak. All in favor.

The Treasurer's Report for April 2021 was presented for approval. A motion to accept the Treasurer's report was made by S. Jakubiak. Seconded by N. Ackerman. All in favor.

**III. Director's Report:**

1. The Library is open regular hours and all is well. The visitors are slowly coming back again.
2. The requirement for Trustees in New York State to take two hours of training each year has been postponed until January 2023.
3. Kudos to Maria Fernanda Pardo for a year of preparing 9 students for the TASK exam (formally called the GED test). Maria has also submitted two grant request for the Library literacy courses. Both grants were approved for a total of \$25,000.
4. The proposed Pandemic Response Policy is enclosed and must be voted on by the Board at this meeting. The Library Union has reviewed the policy and recommends the Library endorse it.
  - *A motion to accept the Pandemic Policy with the following changes made to page 6, CONTINUATION OF OPERATIONS.*
  - *The staff will be paid if the Library is closed for health concerns. Part-timers will be paid for their scheduled hours.*
  - *A motion to accept with changes was made by N. Ackerman. Seconded by S. Jakubiak. All in favor.*

5. The Conflict of Interest Policy must be signed by each individual Board member each year.
6. County Executive Laura Curran would like to participate in a program at the GCPL when we resume live programming. Ms. Curran will be running for re-election in 2021.

**IV. Old Business:**

Pandemic Response Plan: This policy was introduced to the Board in May and tabled until the June Board meeting to allow for further review. It was passed unanimously after including stipulated pay for the part time staff during a health related shut down.

**V. New Business:**

The Board would like the Library auditors to draft a motion to combine the capital funds and operational funds onto one database in the QuickBook financial program.

COVID-19 update: The Library is slowly opening up again as the virus rates decrease. The staff must continue to wear a mask in all public areas. The glass partitions will remain in place at this time. Some outdoor programs for children are scheduled for the summer and all indoor programs are still scheduled to begin in September, pandemic permitting.

NLS released a resolution for the new edition of the 2022-2026 Direct Access & Resource Sharing Guide. The Board will review the Guide before the July Board meeting and vote on the resolution at that time.

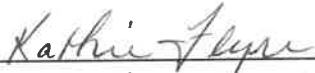
The Board has requested that a RFP be created for a New York State Public Library auditor. It is time to review the Library's professional services.

- *The Library auditors do not draft motions to combine funds in Quickbooks.*
- *The Library funding for capital projects must be connected to particular projects.*

**VIII. Adjournment:**

There being no further business to bring before the Board of Trustees, a motion was made to adjourn by S. Jakubiak at 8:05. The next meeting of the Board of Trustees will be held on Tuesday, July 20, 2021, at 6:45 in the Library.

Recorded by:

  
Kathie Flynn, Director

Approved by:

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Susan Jakubiak, Secretary