

GLEN COVE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MINUTES FOR MAY 19, 2020

Attendance:

Present were Trustees N. Ackerman, R. Leff, M. Maher, A. Petrash, Treasurer R. Abbondandolo, Director K. Flynn, Assistant Director J. Cabo

Absent with prior notice: S. Jakubiak

The meeting was called to order by President M. Maher at 6:48.

I. Minutes:

A motion was made by A. Petrash to accept the minutes of the special March 27 conference call meeting. Seconded by N. Ackerman. All in favor.

II. Bills:

The warrant covers the period from 2/19/20 – 5/14/20. This period represents the time from our last in person trustee meeting through the May trustee meeting. The Library has been closed to the public from March 13, 2020 to date resulting in the combined warrant. The total transactions equaled \$692,969.34. A motion was made by R. Leff to accept the warrant. Seconded by A. Petrash. All in favor.

The Treasure's Reports for February, March and April were presented for approval. A motion to accept the reports was made by R. Leff. Seconded by A. Petrash. All in favor.

III. Director's Report as COVID-19 continues:

Current status of the Glen Cove Library:

As per the NYS Governor, the NYS PAUSE has been extended to June 6, 2020. This means that non-essential businesses (such as the library) cannot open before that time and must meet the required 7 criteria before they do open. Nassau County does not meet the criteria at this time as we have not had 14 days of decreased hospitalization and deaths related to COVID-19.

All mail and return materials are left in the entrance hall way for at least 3 days. A workflow plan will be in place when the staff returns to ensure all returns are untouched for 3 days, then cleaned, then checked into the inventory system and then shelved.

Masks, gloves, face shields and disinfection cleaners are available for all staff. Staff will also be placed 6 feet apart when they return to the building. A thermal scanner is being ordered to take everyone's temperature as they enter the building.

Preparing for reopening:

- The Library will be in compliance with CDC guidelines, the Governor's Executive Orders and Nassau County recommendations upon opening
- We will arrange for no-contact delivery to our home bound patrons.
- All deliveries will be quarantined for a minimum of 3 days.
- There will be no public access to building for at least 2 weeks after the staff returns. Access will be limited in number and only the checking out of materials will be permitted. No congregating.
- Live programming will resume by September 1st at the earliest as per a recommendation from Nassau County.
- TBD: Consideration will be given as to non-compliance by staff or patrons to the new hygiene conditions. Closure may be a consideration should staff members test positive.
- Additional hotspots have been ordered and Glen Cove Library is on the list of parking lots that are covered by library wifi.

IV. Old Business:

A motion was made by R. Leff to pass the resolutions for the Board of Election inspectors. Seconded by A. Petrash. All in favor.

V. New Business:

New business pertaining to salaries, a budget increase and use of vacation time were referred back to the motion made at the March 27th special meeting proposing that the Director make all decisions going forward during this time of the COVID-19 pandemic.

There was a request that the Director gather more information from the library attorney regarding the necessity of holding a budget vote and trustee election as the budget was not going to be increased and the trustee was running unopposed. The response was that the Library does have to hold an election and a vote but it does not have to be by mail.

- VI.** There being no further business to bring before the Board of Trustees, a motion was made to adjourn by R. Leff at 7:31. The next meeting of the Board of Trustees will be held on Tuesday, June 16, 2020 at 6:45 in the Library. The public should call ahead (516- 676-2130) if they plan to attend as the building will be locked.

Recorded by:


Kathie Flynn, Director

Approved by:


Susan Jakubiak, Secretary