

**Glen Cove Public Library  
Board of Trustees Meeting  
Minutes for September 15, 2020**

**Attendance:**

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

Guest: Elizabeth Hogan, Lauren Remy, Regina Dulgokencky

The meeting was called to order at 6:47

**I. Minutes:**

A motion was made by N. Ackerman to accept the minutes of the August 18, 2020 meeting. Seconded by S. Jakubiak. All in favor.

**II. Bills:**

The warrant for September covering the period 8/19/20 – 9/15/20 for total transactions of \$153,884.60 was presented for approval. A motion to approve the warrants was made by A. Petrash. Seconded by S. Jakubiak. All in favor.

The Treasurer's Report for August 2020 was presented for approval. A motion to accept the report was made by R. Leff. Seconded by S. Jakubiak. All in favor.

**III. Director's Report:**

**Current Status of the Glen Cove Library:**

The Library has been open to the public since September 1, 2020. Patrons can come in and browse, use the copy machine and get assistance from the staff. The curbside service is still available for those who prefer not to enter the building. The number of returning patrons has been slow but steady. We have not had any issues with face coverings or social distancing. The polycarbonate dividers are reassuring for staff and patrons but make it very difficult to hear when standing on opposing sides. We are currently testing microphone devices to alleviate this problem.

**Census event:**

The Library will be using the NLS Census 2020 van to help feature a 'take the census' event. The van will have NLS staff, laptops and hot spots to allow for quick and easy responses to the census. The Library will supply staff, promotional items and activities for the kids to do as their grown-ups take the census.

**Collection Agency:**

The collection agency has been put on hold since the Library closed in March. They have not been reinstated as of yet because of the financial impact of COVID-19. We have not collected any fines during this time period. The Library fines total less than \$15,000 annually. In light of these factors, do we want to continue using a collection agency?

**Social Work Intern:**

The Library has made arrangements with the Stony Brook School of Social Work to have an intern available for the 2020/2021 school year. Joselyn Mejia is a bilingual graduate student who will be meeting with patrons online and in the Library. There is a spreadsheet online to keep Joselyn and the staff aware of those in need of assistance and for scheduling purposes.

**IV. Old Business: None**

**V. New Business:**

Resolution for ILS budget

The Library pension contribution for this year will be \$221,031.

**VI. Executive Session:**

At 7:16 Antonia Petrash made a motion to enter executive session to discuss a personnel issue. Seconded by N. Ackerman. At 7:27 the executive session ended with a motion from R. Leff, seconded by N. Ackerman.

**V. Adjournment:**

There being no further business to bring before the Board of Trustees, a motion was made to adjourn by R. Leff at 7:27. The next meeting of the Board of Trustees will be held on Tuesday, October 20, 2020 at 6:45 in the Library.

Recorded by:

  
Kathie Flynn, Director

Approved by:

  
Susan Jakubiak, Secretary