

In keeping with Executive Order 202.1 (regarding emergency adjustments to the Open Meetings Law in response to the Covid-19 pandemic), the public is not permitted in-person access to this meeting, and the meeting was held remotely via Zoom video conference link posted on Pearl River Public Library website 15 minutes before the start of the meeting. As required by the Governor's Order, the public will have the ability to view and listen to such proceedings via Zoom link, and the meeting shall be recorded, transcribed and made available on the Library's website.

A regular meeting of the Board of Trustees of the Pearl River Public Library was held on Monday, January 25, 2021.

Present were Board President Eric Sharrin, Vice President William Morris, Trustee Donna Warren, Library Director Eugenia Schatoff, Treasurer Magdalena Parvulescu, Senior Account Clerk Debra McDermott, and Board Clerk Wendy Courtney. Also present was invited guest, Robert Shofield, Esq.

Trustee Marie Manning was absent.

#### **CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Mr. Sharrin called the meeting to order at 7:15PM. All rose and recited the Pledge of Allegiance.

Mr. Sharrin announced a change in the order of the Agenda. After approval of the Minutes, the Board would proceed to Old Business.

#### **PUBLIC COMMENTS**

There were three members of the public in attendance. No comments or questions.

#### **APPROVAL OF MINUTES**

**Minutes of the meetings of November 23, 2020** – There were minor changes under Old Business, Item 2. A missing punctuation mark was added and the word “that” was changed to read “so that”.

**Minutes of the meetings of January 4, 2021** – There were minor changes under Old Business, Item 2. A missing punctuation mark was added and the word “that” was changed to read “so that”.

On a motion by Mrs. Warren, seconded by Dr. Van Wynen, the Board voted 4-0 to pass a resolution approving the Minutes of the meeting of October 26, 2020.

#### **APPROVAL OF TREASURER'S REPORT, FINANCIAL REPORT & LIST OF CLAIMS**

The Board reviewed the Treasurer's Report, Balance Sheet, Actual Cash Flow Spreadsheets for October 2020, and List of Warrants for November 2020. On a motion by Mr. Morris, seconded by Dr. Van Wynen, the Board voted 4-0 to approve the Treasurer's Report, Balance Sheet, Actual Cash Flow Report for October 2020, and List of Warrants for November 2020.

#### **STATISTICAL REPORTS**

The Statistical Reports for October 2020 were reviewed and noted. Per the Board's request, the Statistical Report has been revised to include year-to-date columns for the current and preceding year in the Circulation Table.

#### **DIRECTOR'S REPORT**

In addition to her written report, Ms. Schatoff shared:

- That the library had received notification that we are now in a Covid-19 yellow zone designation. Due to this designation, the library has returned to only offering window service. We are also observing more stringent quarantine rules.
- At present 10% of the staff is absent due to Covid-19 issues.
- Further repairs are needed to the air handlers.

### **OLD BUSINESS**

1. **Library Renewal Project – Building Renovation** – Ms. Schatoff updated the Board on the status of the renewal project. She has started a weekly *Chat with the Director* program to update and inform the public with regard to building renovation issues.
2. **Resolution re: Board Meeting Public Comment Policy, 2<sup>nd</sup> reading** -- The proposed policy was amended to include that responses to public comment from the Board President may include follow up. The policy was also amended so that members of the public who wish to make comments must provide their school district of residence in addition to their names. On a motion by Mr. Morris, seconded by Dr. Van Wynen, the Board voted 4-0 to adopt the Pearl River Public Library Board Meeting Public Comment Policy

### **COMMITTEE REPORTS**

**Building & Grounds** – The committee did not meet.

**Policy Committee** – The Policy Committee needs to schedule a meeting.

**Personnel Committee** – The committee did not meet.

**Finance Committee** – The Finance Committee did not meet.

### **PERSONNEL**

There was no Personnel business.

### **NEW BUSINESS**

Friends President Tom Warren addressed the Board regarding the support of the Friends for the Library Renewal Project and plans to coordinate a campaign of public support for the project.

### **CORRESPONDENCE**

There was no correspondence.

### **PUBLIC COMMENTS**

There were no public comments.

### **EXECUTIVE SESSION**

At 9:00PM, on a motion by Dr. Van Wynen, seconded by Mrs. Warren, the Board voted 4-0 to enter Executive Session to discuss union contract negotiations.

Ms. Parvulescu, Ms. McDermott, and Ms. Courtney were excused and left the meeting.

At 9:39PM, on a motion by Mr. Morris, seconded by Dr. Van Wynen, the Board voted 4-0 to end the Executive session. On a motion by Mr. Morris, seconded by Mrs. Warren, the Board voted 4-0 to hold a special meeting on December 28, 2020.

**ADJOURNMENT**

On motion by Mrs. Warren, seconded by Dr. Van Wynen, the Board voted 4-0 to adjourn the meeting at 9:41PM.

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Eugenia Schatoff, Library Director

**NEXT MEETINGS:**

**SPECIAL MEETING, DECEMBER 28, 2020**

**REGULAR MEETING, JANUARY 25, 2020**