

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, June 22, 2020.

Participating were Board President Eric Sharrin, Vice President William Morris, Trustees Donna Warren, Dr. Elizabeth Van Wynen, Library Director Eugenia Schatoff, Treasurer Magdalena Parvulescu, Senior Account Clerk Debra McDermott, and Board Clerk Wendy Courtney. Trustee Marie Manning joined the meeting late.

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mr. Sharrin called the meeting to order at 7:23PM. All rose and recited the Pledge of Allegiance.

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

Minutes of the May 26, 2020 meeting – There was one typo to be corrected and one change to the Minutes of the meeting of May 26, 2020. Mrs. Warren requested that the following sentence:

Mrs. Warren indicated a preference for having a staff member check other staff members as they reported to work.

be changed to

Mrs. Warren indicated a preference for having a staff member check the temperatures of other staff members as they reported to work.

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 May 26, 2020 meeting as corrected.

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

The Board reviewed the Treasurer's Report, Balance Sheet, Actual Cash Flow Spreadsheets for May 2020, and List of Warrants for June 2020. Mrs. Manning joined the meeting during the review of the financial report. On a motion by Mr. Morris, seconded by Mrs. Warren, the Board voted 5-0 to approve the Treasurer's Report, Balance Sheet, Actual Cash Flow Report, and List of Warrants for June 2020.

STATISTICAL REPORTS

The Statistical Reports for May 2020 were reviewed and noted. Ms. Schatoff provided a supplemental report, May 2020 Digital Statistics. The Digital Statistical Report contains data on the increased virtual programming and attendance, increased use of digital resources and increased views of PRPL content on Facebook and YouTube use.

DIRECTOR'S REPORT

The Board reviewed the Director's Report. Further to the written report, Ms. Schatoff discussed in greater detail the plans for the Summer Reading Programs including a reboot plan for implementing the Children's Summer Reading Program.

OLD BUSINESS

Mrs. Courtney prepared a memo to the Board formally reporting on the outcome of the Budget Vote and Trustee Election.

COMMITTEE REPORTS

Ad Hoc Committee – Ms. Schatoff informed the Board that Dominic Calgi and Paul Mays desired to meet with the Board to discuss test findings and plans. The Board agreed that the Ad Hoc Committee and the entire Board would meet with Dominic Calgi and Paul Mays via Zoom on Tuesday, June 23, 2020 at 7PM.

Building & Grounds – No report.

Policy Committee – No report.

Personnel Committee – No report.

Finance Committee – No report.

PERSONNEL

Ms. Schatoff announced that three staff members would be retiring:

Kathy Hackett, Clerical Staff would retire at the end of June;
Carol Waterman, Head of Technical Services would retire in August; and
Noel Yount, Children’s Librarian would retire in August.

NEW BUSINESS

1. **Resolution to adopt revisions to Remote Work Policy** – On a motion by Mrs. Warren, seconded by Mr. Morris, the Board voted 5-0 to approve the revisions to the Remote Work Policy.
2. **Resolution to adopt COVID-19 Staff Health and Safety Policy** – On a motion by Mrs. Manning, seconded by D. Van Wynen, the Board voted 5-0 to adopt the COVID-19 Staff Health and Safety Policy.
3. **Resolution to adopt Services During a Public Health Emergency Policy** – On a motion by Mrs. Warren, seconded by Dr. Van Wynen, the Board voted 5-0 to approve the Services During a Public Health Emergency Policy.

CORRESPONDENCE

There was no correspondence.

PUBLIC COMMENTS

There were no public comments.

EXECUTIVE SESSION

At 8:41PM, on a motion by Dr. Van Wynen, seconded by Mr. Morris, the Board voted 5-0 to enter Executive Session to discuss union contract negotiations.

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

Wendy Courtney, Clerk to the Board

At 8:43PM, on a motion by Mr. Morris, seconded by Mrs. Warren, the Board voted 5-0 to end the Executive session. No actions were taken.

ADJOURNMENT

On motion by Mr. Morris, seconded by Mrs. Manning, the Board voted 5-0 to adjourn the meeting at 8:46PM.

Eugenia Schatoff, Library Director

NEXT MEETING: REGULAR & REORGANIZATIONAL MEETING, MONDAY, JULY 27, 2020

DRAFT