

**MEETING –BOARD OF TRUSTEES  
HIGHLAND PUBLIC LIBRARY**

14 Elting Place  
Highland, NY 12528  
Thursday May 25, 2020  
MINUTES

CALL TO ORDER 5:01PM

Minutes: April 23, 2020 Move to accept-Nancy, Second-Eric.  
Financial report:

- A. Be it resolved to approve the warrants attached for operating expenses for the month of May2020. Move to accept-Fran, Second-Eric, Approve-all.**
- B. Be it resolved to accept the April 2020 financial reports as prepared by Rose Woodworth, accountant. Move to accept-Nancy, Second-Eric, Approve-all.**

Director's Report: Staff recognition for 2020 Holly 30 yrs March 2020; John 5 years Sept 2020-will have an in-person ceremony once we can safely do so.

How state cuts may affect MHLS and proposal -LLSA-Mid Hudson gets LLSA (funds from state) and funnels them to the libraries in the system. This is expected to be cut by 20% or so. Currently trying to think of ways to be able to avoid having to cut staff and/or programming. One possibility is maybe funnelling back some of our LLSA money back into MHLS. Need more info and the exact money before any decisions are made, just something to think about at this point.

SRP-UC collaborative possible local business gc prizes-Summer Reading Program. Ulster County Libraries are all contributing to get Science Tellers and PageTurners online programs. Will kick off 6/27 and run starting 6/29. There will be bingo cards with challenges (Nature walk, STEM projects, etc) as well as reading. Thinking of using gift cards for prizes this year (local restaurants for adults, movies for teens, children's museum passes or OSMO for kids). When you submit your reading or finish a bingo, you get entered into a raffle for the prizes.

Other-Due to the budget being tight due to the Covid-19 crisis, some staff have opted to decline salary increases in order to help conserve the budget (This is selfless and amazing. THANK YOU!!!!)

New Business: covid policy-first reading  
Proactive infection plan-required by state  
Phased reopening- June 8 limited staff-to prepare for being able to open to patrons for curbside pickup.

June 22? Curbside. We will try to do this in concert with other area libraries. We don't know officially what State Opening Phase we are included in-Education? Retail/curbside pickup? Government entity? No real guidance here. Above dates are the current plan unless we hear

otherwise. In order to do this, Pandemic Policy and Proactive Infection Plan must be in place before reopening/curbside pickup. We will move our 6/25 meeting to 6/18 in order to accommodate this.

David to clean 3 mornings a week instead of having cleaners-This will cut down on the number of people in the building, and will also cut down on cleaning costs.

Old Business: reopening plan-updated-As above

Standing Committees: Facilities-No report  
Personnel-no report  
Trustee Training- M. Burdash-no report.

Friends Liaison- Leslie Benson/ Eric Norberg-

#### Public Comments

Other-Of note (regarding budget)- clorox, hand sanitizer, cloth masks for staff (for them to wash and reuse), limited N95 masks (one per staff), plexiglass for circ desk, face shields, etc are all in place for re-opening. This will impact our budget.

-Regarding computers for public use-once library is open for limited use, computers will be available to patrons (ordered plastic keyboard covers for easy disinfecting). There was some discussion about when to reopen kids' room computers-more of a congregating point than necessity, and it's difficult to ensure cleanliness and hygiene among the very young. Will probably hold off on allowing use of kids' computers until full opening is allowed.

Adjournment 5:35

Next meeting June 18, 2020