

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

14 Elting Place
Highland, NY 12528
Thursday June 18, 2020

MINUTES

In attendance (virtual meeting): Nancy Hammond, Mark McPeck, Laura Finch, Fran Brooks, Melissa Burdash, Director Julie Kelsall-Dempsey. Excused: Darlene Plavchak
CALL TO ORDER 5:03PM

Minutes: May 25, 2020 Move to accept: Fran, Second: Nancy, Approve: All.
Financial report:

A. Be it resolved to approve the warrants attached for operating expenses for the month of June 2020 Move to accept: Fran, Second: Nancy, Approve: All.

B. Be it resolved to accept the May 2020 financial reports as prepared by Rose Woodworth, accountant . Move to accept: Eric, Second: Nancy, Approve: All.

Director's Report: We are back in the building, limited staff on limited days, staff distancing measures in place. Curbside pickup starts Monday. Trying to follow guidelines for both retail and office settings. Pages are due back at work June 29th for limited hours.

Old Business: Approval of the following

- reopening plan Move-Fran, Second-Eric, Approve-All
- covid policy Move-Fran, Second- Eric, Approve- All
- Proactive infection plan- Move-Fran, Second-Nancy, Approve-All.

New Business:

Reorg in July- Every officer has served 2 consecutive terms in their current positions. Bylaws allow for 5 consecutive terms. Meeting will be 7/9 at 5pm. Fran's Oath of Office can be done remotely.

Our meetings will remain remote until the end of the state of emergency at least. Timeline may be different for public officers law. Could be as soon as 7/6 but likely not. Will continue virtual meetings until further notice.

Other-If staff takes vacation to a high covid state, they must quarantine x14 days upon return.

Standing Committees: Facilities-No report
Personnel-no report
Trustee Training- No report

Friends Liaison- Leslie Benson/ Eric Norberg- No report.

Public Comments None

Other-None

Adjournment 5:20

Next meeting July 9 2020 for reorg.