

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

14 Elting Place  
Highland, NY 12528  
Thursday August 27, 2020  
MINUTES

In attendance: Fran Brooks, Nancy Hammond, Darlene Plavchak, Mark McPeck, Eric Norberg, Laura Finch, Melissa Burdash, Library Director Julie Kelsall-Dempsey

CALL TO ORDER 5:00PM  
Pledge-Waived

Minutes: July 9, 2020 reorg. Move to accept: Nancy, Second: Eric.  
Financial report:

**A. Be it resolved to approve the warrants attached for operating expenses for the months of July and Aug 2020  
Move to accept: Nancy, Second: Eric, Approve: All**

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

Director's Report: Reopening-going well. People so far are being really good about sanitizer/masks/distancing/etc. Busiest day so far brought 37 patrons. Keeping track of busy days and times-may shift hours accordingly. Will monitor, especially in regard to needs with recently announced remote learning. Can't really accommodate groups of learning due to distancing requirements but will monitor community needs. May be able to help by allowing patrons to use WiFi hotspots. Also considering themed projects for pick up to coincide with units being taught at that time.

Slack and Trello-staff-in place of Microsoft Teams, which does not recognize Library as a non profit. Coordinates with google and does categorize us as non profit.

CheckersTV-Educational monthly programs through May. Science, stories, etc. Our cost \$500.

NYLA conference-Virtual this year, being offered at discounted rate. Also, Julie will be presenting (so no charge for her to attend), which will also help lower our cost.

Ulster County IDA grant-\$2500 to nonprofits to help offset cost of covid preparations/supplies.

LLSA- Education Aid 22.6% decrease-was \$3500, now about \$2700. Funds have been released.

Meetings-Deadline in person meetings has again been extended, to 9/4. If we do resume in person, we must socially distance, as well as have space for socially-distanced public attendants. We must also simul-cast the meeting remotely. Public would have to register in advance for meetings, would be sent a link. For now we will remain remote.

Other-A Library neighbor has been walking dogs on library property and not cleaning up after them. Signs to clean up after your dogs will be installed. Possibly post notice on website?

Old Business: HVAC filters-installed

New Business: Diversity policy- First reading done, will vote next month  
Diversity Statement-First reading done, will vote next month  
Motion to approve using capital funds to cover \$9,100 spent on covid related purchases. Masks, gloves, sanitizer, disinfectant, face shields, dividers, etc.  
Hoping to get IDA grant and put that \$2500 toward it. Move to approve-Nancy, Second-Fran.  
Approve-Eric, Laura, Melissa, Mark, Darlene, Fran, Nancy

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

Friends Liaison- Leslie Benson/ Eric Norberg- offered to allow Friends meetings to take place via the Library Zoom account. We have so far waived the \$3500 the Library would usually collect from the Friends due to circumstances of the pandemic. (Don't want to completely deplete their funds)

Public Comments: None

Other-Book stroll-great idea, been well-received. Will continue  
-Craft kits-great alternative to allow kids to do something that DOESN'T involve screen time (which they will be getting tons of with remote learning).

Adjournment 5:26pm  
Next meeting September 24, 2020 (remotely)