

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

14 Elting Place
Highland, NY 12528
Thursday November 19, 2020
MINUTES

CALL TO ORDER 5:00PM

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

Minutes: September 24, 2020 Move to Accept-Laura, Second-Eric, Approve-All
Financial report:

- A. Be it resolved to approve the warrants attached for operating expenses for the months of October (Move to Accept-Nancy, Second- Eric, Approve-All) and November (Move to Accept-Fran, Second-Eric, Approve-All) 2020**
- B. Be it resolved to accept the September (Move to accept-Eric, Second-Mark, Approve-All) and October (Move to Accept-Mark, Second-Nancy, Approve-All) 2020 financial reports as prepared by Rose Woodworth, accountant**

Director's Report: HVAC-currently use Heckeroth for pipes, etc and TBI for roof unit. Looking for proposal from one place to do both.
CLD reopening-going well.
Food Drive-going well, still collecting. Some went to Community Action, rest will go to Police Dept for their Food Drive.
Toy Drive-Dec for Police Dept
Food/personal items Jan-Feb
Mid Hudson Annual Meeting-done virtually. Eric and Julie attended. Budget is not looking great- 22% cut this year, don't know what next year will look like.
Current service status-Covid-County Exec Ryan spoke today-we are heading in the wrong direction in regard to Covid. Government buildings are closing or limited. Business owners are being urged to come up with a plan, go back to our practices in the earlier surge. We have had a couple of patrons without masks (staff does ask them to put them on). Looking to return to curbside service plus other services by appointment only (browsing, copies, etc) after Thanksgiving. Computer use limited to 15 minutes, will be suspended after Thanksgiving. CLD will also cut back to curbside/porch pick up only. We should have enough lockers to be able to do this without limits.

Old Business: Updated sick leave in keeping with NYS law-withdrawn, keep current policy.

New Business: NYS required Pandemic Plan-required by state for every public business. Must be in place by April 2021. Read over, send Julie any feedback, will revisit in January for approval.

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

Friends Liaison- Leslie Benson/ Eric Norberg- Board meeting was held virtually on Saturday. Membership letter sent out. Next meeting in February to discuss Spring Fundraiser

Public Comments

Other

Adjournment 5:24.