

**Marcellus Free Library  
Board of Trustees' Meeting  
Meeting Minutes August 13, 2020—7p**

- **Trustees present:** Pat Dailey, Shawn Gillen-Caryl, Martha Fiacchi in person. Gary Germain via zoom
- **Also present:** Jake Widrick In person(MFL Director), Michele Merwarth via Zoom (Friends of MFL President), Robin Bolewski via zoom
- **Meeting Called to Order by Pat Dailey at 7:03pm.**
- **Additions/Changes to Agenda:** None.
- **Review and Approval of Minutes from July 9, 2020.** Motion to approve minutes made by Pat Dailey 2<sup>nd</sup> by Shawn Gillen-Caryl, approved unanimously.
- **Director's Report.** Jake Widrick reported as follows:

All libraries have postponed in person programs. Allison is planning two programs per month. The arts and crafts supplies are packaged in a grab and go bag. She is posting a youtube video re instructions for patrons to watch. Jake and staff are exploring other similar ideas. Also considering use of the community room for some smaller programs with use of proper covid protocols. Jake will keep us updated on those developments.

Library opened during the last week of July for in person computer appointments. Currently getting 5 to 8 appointments a day. The appointment is for 45 minutes to allow for cleaning between. Staff will allow patron to stay if no one is scheduled for the next hour. Currently we have 4 computers at the desk and 4 lap tops placed throughout the library. Board allowed access after meeting to review set up. We have also moved forward with patron reservations to browse the collection and use the copier and fax. This has been very well received. Especially busy in the mornings. 30 minute reservations. Getting about 20 reservations per day. .

- **Committee Reports**

**Friends:** Presented by Michele Merworth. Via zoom. Friends will be sending out their membership letter 0901 and moving forward with plans for coming year. They are doing program planning by month this year. Next meeting 0923 at 1pm. Planning to use pavilion at park for the meeting but we discussed and agreed that the community room could be used for the 092320 meeting with proper use of masks and social distancing protocols. The park cancelled all reserved pavilion use so they cancelled their picnic. At this time they plan to move forward with their October book sale. Trying to figure out the logistics re use of meeting room for sale under covid protocols. They are not taking any book donations until January. They hope that the sale will raise funds for the library and accommodate the community who has been inquiring about the sale. The book nook has been reopened with a donation box to avoid handling of money by staff.

**Board Development:** no discussion at this time.

**Community Development:** NTD

**Buildings and Maintenance:** Reviewed status of the renovation plan for additional meeting space. Still no response from the State re the funding. LLSA funds are guaranteed. 80% go to the Central Library and then trickle down to us. Hoping the \$2000 previously spent will be there but nothing to date and no updates.

**Development:** NTD

**Finance:** Pat Daily reported. Financial reports: Provided update and reviewed forms, budget. We are currently holding steady in line with the budget. No income effect re the PPE loan. Expect forgiveness but should be OK re any effects. We remain ahead of budget. With the 50K PPE loan if approved 2020 budget for 2020 will be 80K ahead. Started year with positive fund and reduction in payroll and new collection purchases has added to the increased funds. Financial committee will begin to work on the budget. Gary Germain expressed concern about the library investments due to uncertainty of the markets. Suggested we consider less risky investments. Not sure where to put the funds but may want to consider Securities with annual payouts which will cover the building bond cost. It was greed that the Finance Committee will get together and review options re investment and then present to the board. Plan is to review and present to the board during the October meeting.

**Personnel/Policies:** NTD.

- **New Business.**
- **Questions/Comments from the Public.** No questions or comments from the public
- **Adjournment.** Motion to adjourn meeting made by Pat Dailey . Seconded by Shawn Gillen-Caryl, approved unanimously. Meeting adjourned at approx. 8:00p.