

MINUTES OF  
THE PLAINEDGE PUBLIC LIBRARY  
MEETING OF THE BOARD OF TRUSTEES

(Via Zoom)

April 20, 2020

**Present**

Ellen Ryder, President  
Laura Oden-Bell, Vice President, absent with prior notice  
Ann Doxsey  
Doreen Oliver  
Michael Giris, absent with prior notice

Michele Lipson, Director  
Michael Dietz, Systems Integrator  
Diana Weir, Senior Library Clerk

The meeting was called to order at 7:00 PM by the President.

The President led the Board in the Pledge of Allegiance.

**Guests**

**Minutes**

A motion was made by Ann Doxsey, and seconded by, Doreen Oliver, to approve the Minutes of the March 16, 2020 meeting of the Board of Trustees. Motion passed (with corrections), with two absences.

**Community Comments**

There were no community comments.

**Warrants**

A motion was made by Ann Doxsey, and seconded by, Doreen Oliver, to approve April Payroll Warrants 10-1-A, and #10-1-B, #10-2-A, and #10-2-B, in the amount of \$114640.45 .  
Motion passed with two absences.

A motion was made by Doreen Oliver, and seconded by, Ann Doxsey, to approve April Bill Warrants #10-A and #10-B, in the amount of \$45893.95. Motion passed with two absences.

### **Financials**

Discussion of the Balance Sheets, for March 2020.

Discussion of the Monthly Financial Reports for March 2020.

Discussion of the Statement of Revenues for March 2020.

Wire transfers from PUFSD in March/April 2020.

There were no questions about the financial statements this month.

### **Library Correspondence**

No new correspondence, though it was noted that we had many compliments and nice comments on our social media pages.

### **Staff Reports**

1. Director's Report  
Handling of Coronavirus situation.
2. Staff 'work from home' reports

Board members expressed gratitude to the staff for turning on a dime, and creating all of our virtual programs, for really stepping up in a time of crisis, and for making sure that the Plainedge community has access to the library. Thanks to everyone for working so hard.

### **Incident Report**

There were no incidents/accidents.

### **Library Statistics**

No Statistics

### **Unfinished Business**

1. Coronavirus Library update – We will follow the Executive Order of Governor Cuomo, and remain closed until at least 5/15.
2. Director is on MLD reopening committee. They are meeting weekly. Department Heads are also meeting weekly to discuss how to reopen safely. We've also consulted with our attorney. Ellen thanks staff for keeping the community informed, educated and entertained.

### **New Business**

1. Budget and Trustee votes, date not solid yet, but it will be sometime after June 1<sup>st</sup>. Higher costs are anticipated in the next year.
2. Board meetings – We will meet on May 18<sup>th</sup>, but will postpone May 11<sup>th</sup>, until the budget vote has a firm date.

**Miscellaneous Information**

1. NDD Overdrive Stats

**Executive Session**

There was no Executive Session.

Motion to adjourn was made by Doreen Oliver, and seconded by Ann Doxsey, at 7:25 PM.

The date of the next Board of Trustees meeting is May 18, 2020.

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Secretary's Signature

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Date of Approval

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Secretary's Initials