

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

March 16, 2020

Present

Ellen Ryder, President
Laura Oden-Bell, Vice President
Ann Doxsey
Doreen Oliver
Michael Giris

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

The meeting was called to order at 7:12 PM by the President.

The President led the Board in the Pledge of Allegiance.

Guests

Christopher Sepp and Todd Harvey, from BHC were present, to discuss the modernization of our building.

The Board discussed the process for moving forward with a modernization project. BHC plans to have several meetings with staff, Board, and community to decide how the Library can best serve the Plainedge community, now and into the future.

They suggested that we have an onsite construction manager. We will also need to have an environmental analysis, to look for asbestos, among other things.

Minutes

A motion was made by Michael Giris, and seconded by, Doreen Oliver, to approve the Minutes of the February 19, 2020 meeting of the Board of Trustees. Motion passed unanimously.

A motion was made by Ann Doxsey, and seconded by, Laura Oden-Bell, to approve the Minutes of the special March 4, 2020 meeting of the Board of Trustees. Motion passed unanimously, with one abstention.

Community Comments

There were no community comments.

Warrants

A motion was made by Laura Oden-Bell, and seconded by, Ann Doxsey, to approve March Payroll Warrants 8 #9-1-A, and #9-1-B, in the amount of \$41,694.96 . Motion passed unanimously.

A motion was made by Doreen Oliver, and seconded by, Michael Giris, to approve March Bill Warrants #9-A and #9-B, in the amount of \$41,608.88. Motion passed unanimously.

Financials

Discussion of the Balance Sheets, for February 2020.

Discussion of the Monthly Financial Reports for February 2020.

Discussion of the Statement of Revenues for February 2020.

No transfers from PUFSD in February 2020.

There were no questions about the financial statements this month.

Library Correspondence

No new correspondence

Staff Reports

1. Director's Report
Census, on hold. Handling of Coronavirus situation.
2. Adult Summer Reading Meetup
Maggie Rusch attended the Adult Summer Reading Meetup. We will be launching our first Adult Summer Reading program, and preparations are under way!
3. BFG Meeting at the Sachem Library
Diana Weir attended the Business Financial Group meeting. Sachem is a gorgeous library, and Diana got a lot out of the meeting, as always.
4. Cybersecurity Fundamentals
Michael Dietz attended this workshop about how to keep our library safe.

Incident Report

There were no incidents/accidents.

Library Statistics

Discussion of February Statistics

Unfinished Business

1. Ann and Michael visited the Great Neck Library. Since it was built by the same architect, they wanted to see how they did their renovation, and what was done with the mezzanine. They cut the mezzanine in half, and it has study tables and offices. Levels, the teen center, is impressive. They have a lot of meeting rooms. They're packed on the weekends.

Motion to proceed with modernization of library, using BHC as architect, was made by Doreen Oliver, and seconded by Laura Oden-Bell. Motion passed unanimously.

New Business

1. Accept Checks
 - a. A motion was made by Michael Giris, and seconded by, Ann Doxsey, to accept a LLSA check, in the amount of \$588.00, to be put into the capital fund for future library projects. Motion passed unanimously.
2. COVID-19
 - a. Out of an abundance, with a concern for our staff and patrons, we are keeping the library closed until March 31st, pending further information from the government. In the meantime, the building will be cleaned, sanitized, and disinfected.

Miscellaneous Information

1. Opportunity for Innovation
2. Compassion Fatigue
3. Everyone Counts
4. Soledad O'Brien at PLA

Executive Session

There was no Executive Session.

Motion to adjourn was made by Doreen Oliver, and seconded by Michael Giris, at 8:37 PM.

The date of the next Board of Trustees meeting is April 20, 2020.

Secretary's Signature

Date of Approval

Secretary's Initials