

Lewisboro Library Board

July 8, 2020 Virtual Meeting Minutes

Board members present: Nancy Euchner, Rich Sklarin, Colleen McLafferty, Kevin Fitzmartin, Jennifer Cayea, Peter Rose, Melissa LeSavage, Andrew Tedder, Elena Dunn, Priscilla Luckow, Jay Luzzi

Board members absent: Linda Press Wolfe

Others present: Cindy Rubino, Anna Moser, Marianne Pei, Jessica Leibman

Meeting called to order at 7:34 pm

Approval of May 28, 2020 minutes – Motion by Colleen. Seconded by Rich. Approved unanimously.

Approval of June 10, 202 minutes – Motion by Rich. Seconded by Peter. Approved unanimously.

Treasurer's Report

Kevin reported that funds are higher at this point than last year driven by the PPP. This positive will most likely be shown as a negative by September due to decreased funding from the Town. Investment account currently showing a positive return.

Director's Report

Cindy informed that Cuomo had extended virtual board meetings to August. No need to revise by-laws. Cindy received email from Capital One with forgiveness application. Donna Perolli hired as part time reference librarian to begin July 10, 2020. Karen Paul resigned. Anu Chaturvedi hired to replace Karen Paul /Lauren Grey.

Revision of Code of Conduct to include wearing of face masks and social distancing requirements. Motion to approve the amendment of change in Code of Conduct by Nancy. Seconded by Colleen. Approved unanimously.

Interlibrary delivery system has resumed and staff is busy pulling many items for patrons. Virtual programs continue to do well and digital content numbers are higher than last year.

Compressor for AC needs to be replaced. The 3-year warranty has expired. Cindy has received estimates from Astacio (?) on replacing just compressor or both compressor and condenser. Cindy will also get quote from a second company.

Chris Rego helped to install plexiglass shields. Small piece of plexiglass still to be installed. Discussion about HVAC filters. Keeping with the M-9 filters for now. Walkway still has traffic cones where slate is uneven. The Town of Lewisboro will send someone to work on walkway since it was damaged by the town's lawn mower.

New date for re-opening library to patrons is July 22. A voluntary sign-in log will be at door. Full staffing needed. There is a backlog of bins and items to be pulled. Items need to be quarantined for 3 days. Ten patrons at a time will be allowed in center part of building for browsing of DVDs and suggested materials. Children's room remains closed. Anna will have children's books available in center of building. Two patrons can be on computers per hour. Curbside pick-up will continue.

President's Report

Nancy complimented the implementation of curbside pick-up along with great book recommendations. Nancy shared condolences to Kathy for the loss of her father. Sympathy gift will be sent from Board. Cindy will be away next week. Nancy will be away for 2 days.

Committee Reports

Fundraising – The direct mail appeal funds continue to come in. \$4018 in total. The Greenway Market tie in is up and running. Jay is continuing to research having an outdoor sculpture garden. Printing of Lewisboro Library tote bags was discussed. They would cost \$9.50 each for 250 bags. They can be sold for \$15 or \$20. Nancy to look into getting face masks printed with Library logo.

There will be no in person library fair. A mailing to all residents will go out in August to announce a town wide "treasure hunt" as well as the cash raffle that typically takes place at the fair.

Dean Travalino is still interested in pursuing a car show on September 12. Jay to touch base with him.

Next Library Board meeting scheduled for August 12, 2020

Motion to adjourn meeting at 9:22 pm made by Jay. Seconded by Rich.

Minutes taken by Elena Dunn