

Massena Public Library

Minutes of March 10, 2020 Board Meeting

Present: President Jack Bain, Vice-President Joseph Savoca, Treasurer Linda McDonald, Jeanna Matthews and Patty Ryan

Director: Elaine Dunne

Town Liaisons: Susan Bellor and Robert Elsner

The March 10, 2020 meeting was called to order by President Bain at 4:01

- I. **Minutes of the February Meeting:** After reading the minutes of the February meeting it was noted that the attendance of the Town Liaisons had been omitted. After amending the minutes, a motion was made by President Bain and seconded by Treasurer McDonald to accept the minutes as amended. Carried 5-0
- II. **Unfinished Business:**
 - A. **School District Plans:** Director Dunne presented a 2021 budget to be adopted if the School District Library Proposition passes. Various items were discussed. President Bain made a motion, seconded by Vice-President Savoca, to accept the budget as presented. Carried 5-0
The Director presented the Proposition to approve petitions before the School Board Meeting scheduled for March 19th at 7 PM for the Library Board's approval. A motion was made by President Bain and seconded by Treasurer McDonald to accept the proposition as written. Carried 5-0
Director Dunne advised the Board that she is checking into "Bridging Insurance" through the County Chamber of Commerce for employees under 65; Vice President Savoca is taking care of insurance inquiry for employees over 65.
Public Information Meetings are continuing. Director Dunne will present to the Senior Citizens on March 11 at 1:30 and Trustee Ryan will meet with faculty at Trinity on their staff development day, March 19th. Other presentations are in the planning stages.
The new website is up. Some adjustments are being made. The website will continue to be used for education about the Library's seeking designation as a School District Library as well as a source of information about events and programs at the Library.
 - B. **Programs and Outreach:** Director Dunne events coming in April focusing especially on National Library Week. Musicians Don Woodcock and Gretchen Koehler will perform on the 27th, the Shred Event also on the 27th, a fine free week and a Book Sale are planned.
 - C. **Transfer of Funds:** A motion was made by President Bain and seconded by Treasurer McDonald to transfer \$2,056.25 from the Badenhausen Brasher Branch to MPL for salaries, operation and supplies. Carried 5-0
 - D. **Circulation Reports:** Director Dunne noted that Library visits were down this past month to 5,719. She stated that her goal for visits is 6,000.
 - E. **Other Unfinished Business:** No other unfinished business was discussed.

III. New Business:

- A. Presentation of Bills for Payment:** Bills in the amount of \$7,440.39 for MPL and in the amount of \$555.53 for the Badenhausen Brasher Branch. A motion was made by President Bain and seconded by Trustee Ryan to pay the bills as presented. Carried 5-0
- B. Federal Census:** Director Dunne informed the Board that she and D. Feuhning have been trained for assisting patrons respond to the census. She also reported that NYLA and NCLS has recommended libraries dedicate a computer to this specific purpose.
- C. Date of Next Board Meeting:** The next regular meeting of the MPL Board will be April 14, 2020 at 4 PM.
- D. Other New Business:** Director Dunne stated that NCLS has directed each member library to develop a Pandemic Policy. Such a policy was submitted for Board perusal, to be voted on at our next meeting. Board members were asked for comment and to e-mail additional input to the Director. The Director would consult with the Board regarding closings unless such are directed by public health officials.

IV. Adjournment: At 5:23 a motion was made by Trustee Ryan and seconded by Treasurer McDonald to adjourn the March 10, 2020 meeting of the MPL Board. Carried 4-0 (Secretary Ryan notes here that it was necessary for President Bain to leave the meeting at 4:52.)