

Massena Public Library

Minutes of June 11, 2020 Board Meeting - Via Zoom

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

Town Liaisons: Susan Bellor and Robert Elsner

Library Director: Elaine Dunne

The June 11, 2020 meeting was called to order by President Bain at 4:10 P.M.

- I. **Minutes of the May 12, 2020 Minutes:** After reading the minutes of the May 12 meeting a motion was made by Treasurer McDonald and seconded by President Bain to accept the minutes as written. Carried 4-0
- II. **Unfinished Business:**
 - A. **Library District Initiative:** Governor Cuomo has extended the deadline to receive mail in ballots until June 16, 2020.
 - B. **2020 Budget:** If the Library remains municipal, 2021 budget preparation will begin in August with the proposed SDPL 2020-2021 budget as a starting point.
 - C. **Staffing:** Due to COVID 19 staff hours have been reduced due to requested municipal cuts and further reduced due to the requirement of having only 50% of staff in the building at any one time. Director Dunne reports that she is in the building most of the time of limited library service. At this point service is limited to curbside and Massena materials until inter-library loan reopens. When the North Country Region enters phase 4 of reopening the library must meet the minimum standard of being open to the public for 35 hours a week.
 - D. **Transfer of Funds:** A motion was made by President Bain and seconded by Treasurer McDonald to transfer \$1,742.42 from the Badenhausen Brasher Branch to MPL for the purpose of salaries, operation, and supplies. Carried 4-0
 - E. **Other Unfinished Business:** No other new business was discussed.
- III. **New Business:**
 - A. **Presentation of Bills for Payment:** Bills in the amount of \$3,400.31 for MPL and \$426 for the Brasher Branch were submitted for payment. Director Dunne remarked that bills for supplies are high because of added expenses for PPE and plexiglass enclosures in working areas. A motion was made by President Bain and seconded by Treasurer McDonald to pay the bills as presented. Carried 4-0
 - B. **Date of next Board Meeting:** With passage of the Library Proposition a special meeting will be scheduled. Otherwise the next regular meeting of the MPL Board will be July 14, 2020 at 4 PM.
 - C. **Other New Business:** Director Dunne reported that this summer's Reading Program will be coordinated by the North Country Library System featuring such things as online activities and pick up craft kits.
 - D. **Adjournment:** At 4:30 a motion was made by President Bain and seconded by Treasurer McDonald to adjourn the meeting. Carried 4-0

Linda McDonald
for
Patricia Ryan