

Online GoToMeeting hosted by the Pioneer Library System.

Date: 5/21/2020

Public budget presentation called to order and closed at 5:08, with no members of the public in attendance.

Call to Order by at 5:09 PM by Joey Nicosia

Present: Joey Nicosia, Dan Bement, Russ Harris, Allan Mallette, Chris Mizro, Sue Oberdorf, Melissa Correia

Absent: Lisa Burley, Deb Barry

Public Comment: none

Secretary's Report: Tabled until July meeting.

Treasurer's Report: Review of abstract. Motion to approve abstracts made by Russ, Sue 2nd, passed unanimously. Review of budget report. Motion to approve budget report made by Dan, Sue 2nd, passed unanimously.

Director's Report: Director updated the board on the work that library staff have been doing remotely while the library is closed for COVID-19.

Committee Report: none

Old Business: Update on the roof and HVAC projects. Bids for roof replacement were opened on Friday, May 8. Joey was present at the opening of 7 bids. The Village was to choose a contractor in the next few days, but we have received no further information from the Village. Scott Hartman hopes to complete the 2 current phases of the HVAC project while the library is closed. The Village has completed preliminary electrical work and Joey reports that the HVAC equipment is in and ready for installation. The board gave approval for removal of bushes from the library property as needed to facilitate installation of the HVAC system.

New Business:

Melissa reviewed updates to minimum standards, which include posting additional documents on the library's website and review of bylaws and policies every 5 years. New minimum standards include Library Programming, Technology Training for Staff and Community Partners. All libraries need to be in compliance by January 1, 2021.

Approval of Emergency Closing Policy, approval of Personal Protective Equipment (PPE) Policy and approval of Employee Health Screening Policy motion made by Russ, with the addition of 14-day staff self-quarantine if exposed, symptomatic or tested positive for COVID-19 to the Employee Health Screening Policy. 2nd by Chris, passed unanimously.

Reopening plan: Melissa and Joey reviewed the library system's reopening plan, which includes allowing limited staff with limited shifts in after June 15. Staff will use the next 2 weeks to clean, organize and disinfect, re-envision the library with and plan for modified services, plan for social distancing and rearrange furniture, customer service points and staff workspaces.

Quarantining Materials and Contactless Checkout plans: Melissa shared these plans, developed by PLS, that provide guidelines and procedures for protecting the health of library staff and the community during the COVID-19 crisis.

Motion to adjourn is made by Sue, Russ 2nd, passed unanimously.

Meeting adjourned at 5:252 PM. **Next meeting 6/11/2020, time and location to be determined depending on the Governor's orders for meetings and social distancing.**