

Aurora Free Library Board of Trustees Meeting Minutes May 21, 2020

Present: Barb Blom, Thea Miller, Jim Burkett, Sue Dean, Debbie Hoke, Steve Moolin, Julie Schneider, Ellen Baker-Wikstrom, and Sandy Groth

The meeting was conducted via ZOOM in compliance with recent social distancing recommendations and NYS Executive Orders in response to the COVID-19 Pandemic. The meeting was recorded. All participants were in their homes. The library has been closed since March 15.

Call to Order at 5:35 pm. No conflicts of interest reported.

Consent Agenda – Steve made motion to approve the May 21 agenda. Julie seconded. Approved unanimously.

Treasurer’s Report – Thea will provide different options of Quickbook reports at June Meeting. We will be monitoring bank balances carefully given disruption to fundraising possibilities. Potential for presenting revised budget at June board meeting.

Director’s Report – Focus was on planning and implementing programs for re-opening and continuing services that can be conducted on-line.

Committee Reports – Fundraising Inns of Aurora not available for BLB this year. Question about refunding early sponsorships. Sue wil continue to work on other fundraising options and has welcomed board involvement.

Library Re-Opening - The Board understands that association libraries in Cayuga County may be allowed to re-open with certain restrictions beginning as early as May 29, 2020. The Board hereby authorizes the Library Director to determine the date of Library Re-Opening and phasing in of services in consultation with the Executive Committee and subject to governmental policy and executive orders. Motion by Steve. Second by Julie. Approved Unanimously

Re-Opening Business Safety Plan - The Board accepts the 5/21/20 AFL Re-Opening Business Safety Plan for use and continued development through the Library Re-Opening process. Motion by Steve. Second by Ellen. Approved Unanimously

Paid Leave Amendment revising effective dates - Update Resolution to adopt Quarantine Leave and Paid Leave During Emergency Closure Policies adopted on March 26 – change continuation of compensation date from May 15 to June 18. Change reconvene to reconsider continuation of compensation date from May 21 to June 18. Motion by Debbie. Second by Thea. Approved Unanimously

CNYCF Distribution recommendation - Discussion led by Executive Team whether to accept a \$6,800 distribution now or wait. Board instructed Steve not to accept distribution at this time. No vote.

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Continuity Goal & ad-hoc C-19 Team - Public statement about what AFL will do in present and future in relation to COVID-19 effects and formalizing reporting to information to the Board for decision-making along lines of Safety, Operations, Fiscal, and Communications. Motion by Ellen. Second by Steve.
Approved Unanimously

Combined motion to approve Pandemic Continuity Plan, Infectious Disease Control Policy, Communicable Disease Policy, Amendments to Rules of Behavior, and Emergency Closing Policy.
Motion by Steve. Second by Julie. Approved Unanimously

Review Cleaning and Testing Proposals – Hold off on awarding Cleaning & Disinfection proposals. Hire plumber to flush plumbing system and repair slow draining sink for up to \$300. Board agreed, part of Maintenance budget.

Board Harassment Training Deadline Policy - Adopt as Board policy that Harassment Training will be completed annually by Board members by the last day of September of each year and confirmed at the October Board Meeting. Motion by Steve. Second by Thea. Approved Unanimously

Adjournment - 6:50 pm Steve made motion. Ellen seconded. Approved unanimously.