

# Aurora Free Library Board of Trustees Meeting Minutes

## June 18, 2020

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

*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 operating using Contactless Pick-Up since June 15.*

**Call to Order at 5:31 pm. No conflicts of interest reported.**

**Consent Agenda** – Steve made motion to approve the April 16 and May 21 Board Meeting reports, and the June 18 agenda. Julie seconded. Approved unanimously.

**Treasurer’s Report** – Seem to be on track to meet 2020 budget with spending. Will review mid-year spending and income at July 17 Board meeting. Brief discussion of recently updated PPP Forgiveness process. Steve will report more detail at July 17 meeting.

**Director’s Report** – Focus on reopening for Contactless Outdoor delivery. People seem to have adjusted and are pleased to have opportunity to get books and other materials.

**Committee Reports** –

- **Fundraising** considering opportunities for smaller events. Sue asked for help in understanding other fundraising efforts by AFL. Steve offered assistance.
- **MOH** no report at this time.
- **Preservation** electrical work completed and MOH door replacement 95% complete 6/18.

**Old Business** –

- **Annual Calendar** – move mid year review to July 17 meeting.
  - Brief discussion on 2021 Operating Budget.
- **Nominating Committee** – Julie Schneider offered to chair this committee
- **Long Range Service Plan**
  - Citizen Advisory Committee
    - Specific people discussed
    - Steve assigned to provide outline of responsibilities and timeline to Board so people can be recruited to provide feedback.
  - Process to draft plan
    - Jim suggested that a half-day in person retreat with a facilitator to bring together the final draft.
    - Steve to distribute the Board Vision & Long Range Service Plan Report.

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