

**Seneca Falls Library – Board meeting minutes**  
**May 18, 2020 at 5:30 PM**  
**Conducted online via Zoom**

Roll Call: Present: Laurie Lorenzetti, Marie Leo, Susan Sinicropi, Pat Novak, Marty Toombs, Maggie Carson, Vince Sinicropi, Deb Jones, Bob Kernan, Derek Dysen, Dan Emmo, and Mari Sandroni

Absent: Marcy Neumire

Staff: Jenny Burnett and Lori Stoudt

- I. Public Comment / Correspondence / Guests – None
- II. Check for Conflicts of Interest – No conflicts
- III. Reports to the Board
  - A. President
    - i. Motion to set the annual meeting date for June 15, 2020 at 5:30 PM. Laurie Lorenzetti moves. Susan Sinicropi seconded. Vote - All in favor (Marcy Neumire not present). Motion passed.
    - ii. Insurance Update – Changes voted on in April meeting will go into effect on May 24, 2020 when the policy renews. Marty has tried to contact Gay and Son but he could not get hold of them. The Gay and Son policy does not expire until October so there is time to make any desired changes.
  - B. Treasurer
    - i. See Financial Reports for May
  - C. Director
    - i. See May 2020 Library Report
    - ii. Re-opening – Jenny has been meeting with FLLS Directors and county officials about reopening the library. NYS has not given an implicit statement for libraries. NYS suggests that we should now listen to regional controllers. Seneca County has viewed the reopening plan and considers the library as part of Phase 1. The county has given approval for getting staff into the building and for curbside service. Jenny would like to offer curbside services starting at the same time as Waterloo and coordinate with other libraries within the county and system to demonstrate a united front to the public. The Finger Lakes Times article is incorrect - Ovid is not reopening at this time. Jenny is looking at June 1st or June 8<sup>th</sup> for 25% staff coming in and June 15<sup>th</sup> for curbside services. Jenny has been trying to secure a steady supply of masks, cleaning supplies, and hand sanitizer. She will have signs printed. The board decided to leave the reopening timing to Jenny's discretion. Jenny will create

a public information sheet explaining why there is only a partial opening. The sheet will be posted on Facebook, the library's website and on the building's exterior doors.

- iii. Fire Inspections – Jenny has been trying to get hold of Life Safety to come in for an inspection before a County fire inspection can be scheduled.

#### IV. Committee Reports

##### A. Buildings and Grounds

- i. See May Building and Grounds Report

##### B. Policy and Ethics

- i. See Proposed Bylaw Change.  
Motion to approve Bylaws regarding remote meetings during the pandemic. Bob Kernan moves. Pat Novak seconded. Vote – All in favor (Marcy Neumire Not Present). Motion passed.
- ii. See Temporary Safety Practices policy sheet  
Motion to approve library Safety Practices as outlined on the handout. Susan Sinicropi moves. Dan Emmo seconded. Vote – All in favor. Motion passed.

##### C. Strategic Planning / Finance – none

##### D. Audit

- i. See 990 Financial Report

##### D. Personnel – none

##### F. Fund Raising - none

- V. Motion to approve reports to board – Mari Sandroni moves. Vince Sinicropi seconded. Vote- All approved. Motion passed.

- VI. Approval of minutes of February and April Board Meetings – Motion to approve both sets of minutes. Dan Emmo moves. Pat Novak seconded. Vote – All approved. Motion passed.

- VII. Next month will be the Annual Meeting. If your term is up and you would like to step down then please contact Marty Toombs before June 15th.

The Board of Trustees resolves in these minutes to honor Edward Chases's more than 50 years of service to the Seneca Falls Library, our patrons and community. Bob Kernan moves. Deb Jones seconded. All approve.

Next meeting: June 15, 2020 at 5:30 PM