

Unadilla Public Library
Regular Board Meeting
Date: June 15, 2020

Call to order: President Susan Barnhart called the meeting to order at 3:43 pm

Trustees Present: Susan Barnhart, Andrea Edwards, Barbara Lennon, Janet Povlock,
Beth Baldwin

Absent: None

Others Present: Irene Murphy, Ron Mott

Past Minutes: May 2020 Motioned to approve by Barbara Lennon

Second by Andrea Edwards

Financial Report: Abstract #1/Voucher #1(L7410.460) \$80.42 – Building Maintenance (StoryWalk supplies); Abstract #1/Voucher #2 (L7410.411) \$85.88 – Cataloging Fee, Processing, Processing Bar Code Labels; Abstract #1/Voucher #3 (L7410.407) \$550.00 – Directive Annual Bill 2020-2021 Motioned to approve by Andrea Edwards Seconded by Susan Barnhart

Treasurer's Report: Tabled due to posting of CD interest (see Requests for Treasurer below)

Bank Balances:

Checking (L200): \$27,301.08
Misc. Savings (L201): \$20,822.01
CD BOC Bequest II (L202): \$5,041.99
CD BOC Wright Fund (L203): \$3,235.28
Grant Money (L205): -0-
CD BOC Friedman (L206): \$10,308.48
Petty Cash (L210): \$20

- Irene Murphy updated the board members on the ongoing director's meetings which address the re-opening of the libraries within the Four County Library System. For now, we can go to a curbside pick-up option for books, videos, and other materials starting June 16th, 2020. Upon re-opening the library, certain paperwork must be in place, including sign-in sheets and logs. We must post our re-opening policies (i.e. masks, social distancing), and have a plan for cleaning, while also providing hand sanitizer and wipes for patron use. A plexiglass barrier has been made by Nail-It Construction of Bainbridge, NY and will be put up soon.
- Revised and adopted Curbside Pickup Policy effective June 15, 2020.
- Continued discussion regarding "negative items" in certain expense categories where we have already spent more than what was budgeted. Reclassifications were finalized and will be given to Clarissa Riker.

Requests for Treasurer: Please post CD interest from the Bank of Cooperstown for the months of April and May before closing the fiscal year.

Income from printing charges was posted to miscellaneous (L2770). Please reclassify March 16th (\$13.75), January 26th (\$9.25) and December 23rd (\$1.65) to computer fees (L1255).

Abstract #12/Voucher #35 (L7410.410) \$295.00 approved for payment, but reclassification needed since not all items will be put in the library collection. Please reclassify \$290 from books (L7410.410) to Special Events (L7410.480).

Director's Report: *Grant paperwork has now been submitted to the Community Foundation of Unadilla. Funding was requested for the purchase of 3 Chromebook computers.

*Received another tax levy check from Unatego Central School for \$4,161.50.

*May hours Marc 48; Irene 52

*As stated previously, none of our typical summer programming will be offered because of the Covid-19 pandemic. Virtual programming options are still being explored as an alternative. Funding for virtual programming could come from the Herman or Yeager donations.

*Due to the cancellation of the Carnival of Sales this year, we will not be having our July book sale.

*Books previously left at The Meeting Place for sale on our behalf have been removed. The new owner is selling her own books there now.

Next Meeting: July 20, 2020 2:00 pm

Motioned to adjourn: 7:00 pm by Beth Baldwin Second by Barbara Lennon