

TOMPKINS COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
MAY 26, 2020

TCPL Board Members Present: Luca Maurer, President; Don Trotter, Thompson Terry, Blixey Taetzsch, Jamie Loehr, Shelley Wong, Anthony Martinez, Liam Murphy, Ingrid Jensen, Nina Miller, Nina Scholtz, Jason Moore, Martha Hardesty

Board Members Excused: None

Also Present: Annette Birdsall, Library Director; Michelle Benjamin, Business Manager; Suzanne Smith Jablonski, Foundation Executive Director; Amanda Champion, County Liaison; Laura Larson, Foundation Board Liaison.

With a quorum now present, meeting convened at 4:03 p.m.

ACTION ITEMS

APPROVAL OF AGENDA DOC 20-37

A **MOTION** was made by M. Hardesty and seconded by N. Miller to approve the agenda. Approved unanimously.

APPROVAL OF APRIL 28, 2020 DRAFT MINUTES DOC 20-38

A **MOTION** was made by B. Taetzsch and seconded by M. Hardesty to approve the minutes. Approved unanimously.

APPROVAL OF CODE OF CONDUCT DOC 20-39

Approved unanimously.

APPROVAL OF COVID-19 POSITIVE POLICY (STAFF) DOC 20-40

Approved unanimously.

APPROVAL OF COVID-19 POSITIVE POLICY (PATRON) DOC 20-41

Approved unanimously.

APPROVAL OF HEATH SCREENING PROCEDURE POLICY DOC 21-42

Approved unanimously.

ACCEPTANCE OF PAYMENT PROTECTION PROGRAM LOAN

Accepted unanimously.

APPROVAL OF REOPENING

A **MOTION** was made by M. Hardesty and seconded by I. Jensen to approve reopening.
Approved unanimously.

APPROVAL OF BILLS

I, Treasurer, Thompson Terry, in keeping with New York State Education Law, certify that I have reviewed payrolls #10 dated 5/7/20 and #11 dated 5/21/20 totaling \$110,996.66. I have reviewed all vouchers presented for payment, and that all disbursements are within the approved operating budget of the library, and therefore recommend that the Board of Trustees approve for payment May 2020 bills in the amount of \$209,706.37 as listed in Abstracts #14, #15 and #16.

DIRECTORS REPORT

Director Birdsall shared the safety plan that has been attested to the state; that plan is available at all library service desks and upon request. She also shared the process for completing a FEMA application that should cover 75% of our personal protection equipment (PPE). Expenses include masks, sanitizer, wipes, gloves, protective gowns, a machine sanitizer, UV wand, social distance stickers, stanchions to close stacks, and may include an additional book drop for quarantining materials. After discussing an article about Library Service in the time of Covid-19, N. Miller volunteered to send a thank you note to all staff for their incredible efforts in redefining library service.

LIAISON REPORTS

County – A. Champion thanked the leadership team for implementing the Governor’s Executive Order. She noted there are a lot of questions and uncertainty especially with the budget, ninety of the county’s staff are on furlough and sales tax is down 27% for part of March and April. Champion mentioned a special budget meeting in June, the County Administrator will address the budget for the rest 2020 and 2021. Champion asked everyone to fill out the Census, with students gone there is a concern of a lower count.

Friends – D. Trotter reported that the Friends were planning for Phase 2, for accepting donations in the parking lot and extending the hours adding two additional days. The Friends are still figuring out safety requirements in order to go forward with the sale.

Foundation – Smith Jablonski reported that Foundation staff hours have been cut by 25% through the end of July. Spring online fundraising event results were mildly encouraging, including the Foundation's presence in the top 20 for dollars raised in the Giving Is Gorges initiative. The message used throughout was to invite supporters to say "I Stand With TCPL" through their contributions. The Foundation Board meets Monday and will consider potential revisions to the TCPL funding in light of decreased fundraising projections at that time.

A **MOTION** was made by M. Hardesty and seconded by J. Moore to adjourn at 5:16 PM.
Approved unanimously.

EXECUTIVE SESSION

A MOTION was made by M. Hardesty and seconded by J. Moore to go into Executive Session at 5:20. The Board authorized the voluntary separation offer for all eligible staff and gave Director Birdsall the guidelines for negotiating the offer with the union representatives. The Board requested a review by an attorney upon conclusion at which time they will vote at a special meeting. A MOTION was made by M. Hardesty and seconded by J. Moore to come out of Executive Session at 6:24.

At the special meeting on May 29, 2020 the voluntary separation offer approved unanimously after adopting recommended edits to release agreement. Board members present: L. Maurer, B. Taetzsch, J. Loehr, N. Scholtz, M. Hardesty, S. Wong, I. Jensen, D. Trotter, N. Miller. Also present: A. Birdsall; Director

Recorded by Mary McKeon
Administrative Manager

Endorsed by Blixxy Taetzsch
Secretary