

NORWOOD LIBRARY BOARD MINUTES

From: Kathryn Boswell

Date: August 20, 2020

Members in attendance (via zoom): Kathryn Boswell, Alice David, Denise DiVincenzo, David Fenton, Leonard Halpern, Kathleen Hartman, Amanda Jones, Steve Murray

Members absent: Ulana Ballan, David Mudry

No guests in attendance

The meeting was called to order by Kathleen at 6:34 p.m. on August 20, 2020.

FRIENDS treasurer's report:

Beginning account balance: \$7,273.15.

Expenses: \$199.98 for prize books for Scholastic Summer Reading program and \$8.00 for water cooler rental (total expense \$207.98).

Ending balance : \$7,065.17.

Maureen Triolo and Lana Barr have been working to set up and organize the book sale room after the renovations done to that room.

The FRIENDS are not yet meeting due to the COVID19 restrictions.

A motion made by Leonard to accept the consent agenda was seconded by Alice and passed unanimously.

After inquiry, it was determined that no conflict of interest existed for any new or old business.

A motion was made by Denise to pay the outstanding bills, as audited by Leonard. The motion was seconded by David F. and passed unanimously. Some lines were missing on the Profit and Loss sheet. Kathleen will check into this.

Old Business:

The renovations are complete. Amanda will take pictures and submit them to the DLD, at which point we will receive the remainder of the grant money. Amanda noted that two of the reading chairs are smaller than we had expected. She suggested that these be used for the children's or teen's area and be replaced by chairs purchased locally. The Friends might possibly finance this purchase.

Tim Orologio has not yet sent an invoice for his services; Amanda will send a reminder.

Policy revisions:

With one minor correction, the Board voted to approve Amanda's additions to the Pandemic Emergency Closure Policy. David F. made a motion to accept the revisions. Alice seconded the motion. The motion passed unanimously.

New Business:

Discussion: the Trustee election will be held September 15, 2020, from 2 to 8 p.m. The deadline for petitions has passed. Molly Andrasik, Leonard Halpern, and Kathleen Hartman will be on the ballot. Ulana's term is ending, and she will be leaving us.

There was discussion of the best location for the election: the Community Room or the Gazebo. No final decision was reached. We will settle the details by email.

Absentee ballots will be available.

Discussion: Should we re-open at this point, and how should we proceed with the re-opening?

Amanda suggested that we begin by opening by appointment only. Alice made the following motion for re-opening: Re-opening will be by appointment, one family unit at a time, ½ hour per family for browsing or 1 hour for computer use. Appointments will coincide with the hours Amanda is present: Wednesday 10-4 and Friday 12-4. Each child under 12 will be required to be accompanied by an adult. The motion was seconded by David F. and passed unanimously.

The following additional precautions will be observed:

Masks and gloves will be made available for patrons who don't have them.

Computer keyboards will be covered with cling wrap that can be replaced after every use.

There will be no toys for the present.

A partition has been installed for the circulation desk.

Curbside service will still be offered; printing and faxing can be done curbside as well.

The gazebo has been in use this summer for tutoring, and is a useful space for people to work. WiFi is available, and there are plug-ins for laptops. It would be possible to bring out tables as well.

Amanda will be sending out the newsletters as soon as a printer is found. Our thanks to Debbie Morgan for putting together a very attractive, informative newsletter.

Meeting adjourned at 7:09 p.m. A motion to adjourn was made by Leonard and seconded by Alice. It passed unanimously.

The next meeting will be September 17, 2020, at 6:30, in the NPL Community Room, or the gazebo if social distancing restrictions are still in place.

Respectfully submitted,
Kathryn Boswell