

Minutes

Greenwich Free Library Board of Trustees Monthly Meeting
June 17, 2020, 7:00 PM, Virtual meeting via Zoom

Attendees: Patrice Abate, Audrey Fischer, Ellen Fronhofer, Walter Grom, Pat Lamb, Sandy McReynolds, Jim Nolan, Annie Miller (Library Director), Kristen Parillo, Teri Pendergrass

Agenda Item	Discussion	Follow-up Required
APPROVE MINUTES	Minutes approved without edits for the 5/20/20 meeting. Motion: Walter Second: Kristen	
COMMITTEE REPORTS <i>Building Committee</i>	Did not meet.	
<i>Events Committee</i>	Did not meet.	
<i>Fund Raising and Finance Committee</i>	Did not meet.	
<i>Gill Room Committee</i>	Did not meet. See Gill Room Report below.	
<i>Marketing & PR Committee</i>	Did not meet.	
<i>Policy Committee</i>	Did not meet	
PUBLIC COMMENT	No public present.	
GILL ROOM REPORT (Sandy)	Gill Room Report June 17, 2020 <ul style="list-style-type: none"> • FB: 506 likes; 530 followers • No Volunteer hours due to COVID-19 • Received 2020 Greenwich HS Yearbook which has been added to the collection. • Looking to place order for digitization equipment for the Gill Room immediately. Will purchase user-friendly, desktop models. • State offers a free option for metadata creation that the Gill Room can use. 	
FRIENDS REPORT	-No Friends' Report.	

<p>MONTHLY FINANCIALS</p>	<p>Monthly financials approved. Motion: Walter Second: Audrey</p>	
<p>LIBRARY DIRECTOR'S REPORT (Annie)</p>	<p>Greenwich Free Library - Director's Report to the Board- June 17, 2020</p> <p><u>Financial:</u></p> <p>Paycheck Protection Program has been extended from 8 to 24 weeks. This is good news for us, as we will be able to use all the money in categories that qualify for loan forgiveness.</p> <p>The plant sale was fun for the participants but only made a fraction of the usual amount. Many thanks to Andrea Grom and all our helpers. We look forward to next year.</p> <p>KEY PRIORITIES: Literacy Education Goal: Enhance and expand programs that provide community members with more broadly defined literacy-based learning opportunities Summer Reading Poetry walk signs are mostly all up! Jen is organizing a "places to visit" bingo card that will count towards summer reading. Plans are underway for a kids, a teen and an adult virtual book club.</p> <p>Preservation and Access to Local Historical Documents Goal: Enhance access to an expanded collection of paper, photo, and digital sources and documents related to the history of the greater Greenwich community. Once again, we failed to get the IMLS grant for digitization programming Jen and Sandy have been working on a local history virtual scavenger hunt.</p> <p>Lifelong Learning Goal: Create innovative learning opportunities for community members of all ages</p> <p>Online story times have been evolving.</p>	

Jen has been having a frustrating time with programming that keeps falling through.

Community Engagement Goal: Improve service of, integration into and recognition by the community

Attended online sessions: Washington County Board of Supervisors Weekly meetings: SALS, ARSL and CDLC

Argyle succeeded in getting a grant to create a Wi-Fi station at the Cossayuna Fire House that we weren't able to get because we aren't "rural enough".

Working with SALS to improve and boost our Wi-Fi signal.

The "Visit to the Firehouse" video has reached 8,049 with 1,841 engagements between 6/3 and 6/11. A blockbuster!

The reopening newsletter got 1,010 views between 4/6 and 11/6

Facility Enhancement Goal: Provide a comfortable and welcoming physical environment that supports our programs and services.

Planning for renovation continues.

Construction Grant 2020 – Although I swore I wouldn't do another one, we should start gathering information about paving and any other work we might do in the newly available space. The grant won't pay for landscaping, but it would be a good time to regrade the whole parking lot, see if there's any way we can put in some kind of sidewalk from the back to the front of the building, maybe put in a charging station for electric vehicles? Any other ideas?

Reopening:

Many thanks to the reopening committee.

We have made a lot of progress in drafting policies, creating procedures and acquiring supplies for reopening.

	Book Drops open: We have been getting a steady stream of returns. No unwanted donations so far. Curbside Service: Has not begun as I write. I will be able to report at the meeting.	
OLD BUSINESS	NONE	
NEW BUSINESS	<p>-Septic alarm has been going off. Annie is looking to see if it is something electrical with the alarm.</p> <p>-Annie may seek a grant for reworking the parking lot and having the area paved. The building committee will meet to discuss use of the space.</p> <p>-Former employee who has not been employed by the library for 15+ months has applied for and received unemployment. Annie will handle the hearing/appeal with NYS.</p> <p>-Amsure will present the library with an insurance-renewal proposal for the renewal date of 7/1.</p> <p>-We need to investigate the rules involving virtual meetings and see if this is an option for our future meetings. Per SALS, meetings must be in-person as of 7/4.</p>	<p>-Annie will contact NYS regarding the unemployment claim and request a hearing.</p> <p>-Building committee will arrange a meeting and will meet regarding parking lot.</p> <p>-Board members will meet remotely with Amsure.</p> <p>-We will need to check our by-laws as far as what we can do regarding remote meetings and may need to pass policy allowing virtual meetings.</p>
MEETING CONCLUDES 7:33 p.m.	Vote to adjourn meeting: Motion: Walter Second: Teri	

Minutes signed: *Patrice M. Abate*