

Attendance: Katleen Dethier, Jessica Doktor, Julie Hengenius, Angela Knisley, Kristie Miller and Margaret Stevens
Others: Diana Reding, Library Director

Virtual Meeting via Zoom

1. *Call to Order:* Kristie called the meeting to order at 6:35 PM followed by the Pledge of Allegiance.
2. *Adoption of Agenda:* Julie moved to approve the agenda; Angela seconded and it carried with all in favor.
3. *Approval of Prior Meeting's Minutes:* The April, 2020 minutes were approved as they stand.
4. *Period of Public Expression:* No one from the public attended.
5. *Correspondence:* None
6. *Treasurer/Financial Officer's Report* (submitted under separate cover). The Treasurer's report had not been received in time for the meeting. **Motion:** The Executive Committee will meet to approve the monthly bills. Kristie made the motion. It was seconded by Margaret and carried with all in favor.
7. *Director's Report:* (submitted separately): Diana's report included information/updates about Financial, Building and Grounds, and possible Covid-19 re-opening procedures.
8. *Committee Reports:*
 - a. *Budget:* None
 - b. *Personnel:* None
 - c. *Building and Grounds:*
 - i. Phase 1 – Construction allowed. The Board can now proceed with plans for back step railing, the cement pad for the shed, guidance about the building's support beam, having stone spread in the parking lot.
9. *New Business:*
 - a. COVID-19
 - i. Phased reopen: Various plans need to be worked on in conjunction with NYS rules, the County and Nioga. Diana is participating in many meetings as the process to re-open begins. The Board discussed managing varied re-opening situations, CDC and OSHA guidelines, etc. **Motion:** The Corfu Library will open for curbside service as soon as more guidance from State and Local officials is received that it is safe to do so. Kristie made the motion. Jessica seconded it and it carried with all in favor.
 - ii. Personnel impact: The Board discussed how to proceed and the need to wait for further guidance from officials on such matters as wearing masks, staff capacity allowed, staggering hours, etc.

b. Better Corfu Committee: Jessica reported the Farmer's Market will be held at the Presbyterian Church in Corfu. It will begin the first Monday in July. The Board discussed ways the Library might be able to participate in the program.

10. *Other Business:*

a. Corfu Trustee Election: Voting guidance has been established and the election will be held by absentee vote. Kristie Miller, Julie Hengenius and Kim Harlack will be on the ballot for the Library.

b. Nioga Resolution: Kristie Miller has decided to run for the open seat on the Nioga Board. The Board discussed the resolution (sent under separate cover). **Motion: To nominate Kristie Miller to run for the at-large Nioga Board position. Julie made the motion. It was seconded by Angela and carried with all in favor.**

11. The meeting *adjourned* at 7:28 PM with a motion by Jessica. It was seconded by Julie and it carried with all in favor.

*Resolution to nominate a candidate for trustee of the Nioga Library System

Whereas, the trustees of the Corfu Public Library in Corfu, NY, a participating library in the Nioga Library system, desire to nominate a candidate to fill the vacancy on the Board of Trustees of the Nioga Library System, and

Whereas, the Nioga Board of Trustees has requested that such nomination be made by resolution of the nominating Board of Trustees:

Now, therefore, be it resolved that the Board of Trustees of the Corfu Public Library hereby nominate Kristie Miller, 10252 Harlow Road, Corfu NY, as a candidate to the Board of Trustees of the Nioga Library System and Be it further resolved that this resolution be attached to and made part of the minutes of the regular meeting of the Board of Trustees of the Corfu Public Library held on this date.

Respectfully Submitted,
Angela Knisley, Secretary



CORFU PUBLIC LIBRARY

BOARD of TRUSTEES

Supplemental Meeting

May 11, 2020

Attendance: Katleen Dethier, Jessica Doktor, Julie Hengenius, Angela Knisley, Kristie Miller and Margaret Stevens
Others: Diana Reding, Library Director

Kristie called the virtual meeting via Zoom to order at 6:36 PM.

Agenda: To review information from the Law Office of Stephanie Cole Adams. The Summary and Letter of Agreement were sent under separate cover.

Kristie led the discussion concerning the Summary and Letter of Agreement; responses were positive.

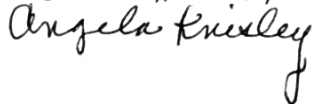
Motion: Kristie will sign the Letter of Agreement for the Law Office of Stephanie Cole Adams. Julie made the motion and it was seconded by Jessica. It carried with all in favor.

The meeting adjourned at 6:39 PM

Next Meeting: Monday, May 18, 2020 via Zoom

Respectfully Submitted,

Angela Knisley, Secretary



CORFU PUBLIC LIBRARY Exec. Comm. Board of Trustees Supplemental Meeting 5.31.2020

Attendance: Julie Hengenius, Angela Knisley, Kristie Miller Director: Diana Reding

Meeting via Zoom

The meeting was called to order at 6:32 PM

Agenda:

1. Approval of Policy and Re-Opening Plan for the CPL as it pertains to COVID-19 restrictions and rules.

Board members were sent the draft copies for the Policy and Re-Opening Plans to review prior to the meeting. **Motion:** To approve the following policies and procedures to allow for the re-opening plan for the Library: A) contact tracing policy, B) contactless checkout plan, C) employee health policy, D) personal protective equipment policy, E) quarantine material plan. Kristie made the motion. It was seconded by Julie and it carried with all in favor.

Motion: To approve the Corfu Public Library Opening Plan. Kristie made the motion. It was seconded by Angela and it carried with all in favor.

2. Payment of the Library's bills.

Approval for bills: **Motion:** To pay the Corfu Public Library's April, 2020 bills. Kristie made the motion. It was seconded by Julie and carried with all in favor.

Approval of transfer: **Motion:** To transfer \$10,000. from the Money Market account to the Checking account and \$10,000. from the Money market account to the payroll account. Kristie made the motion and Angela seconded it. It carried with all in favor.

Next Board Meeting: June 15, 2020 at 6:30PM

The meeting adjourned at 7:15 PM.

Respectfully submitted,

Angela Knisley, Secretary

