

## CORFU PUBLIC LIBRARY MEETING

May 17, 2021

Attendance: Julie Hengenius, Angela Knisley, Kristie Miller, Kim Harlach, Jessica Doktor, Katleen Dethier, Diana Reding, Library Director

1. Meeting to order at 6:37 PM
2. Motion to adopt the agenda: 1st Kristie, 2nd Angela
3. Approval of prior meeting minutes for March and April 2021
4. Period of Public Expression: no one from the public is in attendance.
5. Correspondence: Diana received a practice business letter from two local siblings.
6. Treasurers/Finance Officers Report: Per Kristie, No new business
  - a. Monthly report accepted, see submission. Kristie Motioned, Kim Seconded. All in favor.
  - b. Approval of Bills: Includes all monthly bills submitted by Kristie prior to meeting. Addendum of \$280 (8 hours at \$35 per hour) for Theresa Kennedy working out scope of contract on the Freed Maxick review and Annual Tax Document Review. Kristie motioned, Angela seconded, All in favor
  - c. Approval of the next year's budget for 2021-2022 Fiscal year: Update Minimum wage, addition of digital materials budget line. Kristie Motioned, Angela seconded, All in favor
7. Directors Report: Report submitted by Diana Reding, Library Director on 5/17/2021.

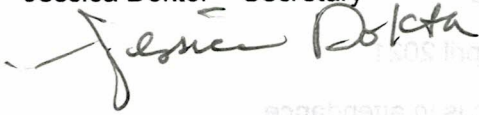
Also discussed: Tutoring resuming, days and times with phase 3B reopening (also see new business). Diana to find out more information on the next phase of re-opening during conference call on May 27, 2021. Diana to find out if we get the Trustee's Newsletter.
8. Committee Reports:
  - a. Budget Committee: Diana and Kristie need to coordinate.
  - b. Personnel Committee: Diana's review. Just committees to meet for June. No regular meeting.
  - c. Buildings and Grounds: No new business, tabled until next meeting.
9. Unfinished Business: None
10. New Business:
  - a. Modification of services to meet June 1st hour requirement: see directors report stating more information to be discussed at May 27th NIOGA

conference call on proceeding with Phase 3b reopening, resuming onsite programs, PPE for staff and patrons. Per State Librarian, CPL will resume required minimum hours for opening to the public by June 1st. Motion to adopt: Angela 1st, Kim 2nd

11. The meeting adjourned at 7:14pm. Jessica Motioned, Kristie 2nd

Minutes submitted by:

Jessica Doktor – Secretary



CORFU PUBLIC LIBRARY  
3, 2021

Executive Board of Trustees Meeting

June

**5:30 PM at the Corfu Public Library**

*Attendance:* Julie Hengenius, Angela Knisley, Kristie Miller, Kim Harlach (attending for Jessica Doktor) Others: Diana Reding, Library Director

Agenda: To review the Covid 19 Safety Plan

Julie called the meeting to order at 5:30 PM.

The Board reviewed Phase 3 of the Covid Safety Plan which the Library currently has in place. The group discussed and reviewed current CDC and NYS Covid-19 re-opening guidelines as well as information from the Empire State Library Network webinar: The New Safety: Factoring the CDC's 5/13 Guidance and NY's Changing Mandates into the Mix at Your Library.

Adjustments were made to the Library's Phase 3 policy to reflect updated Covid 19 regulations.

**Motion:** To accept the updated re-opening policy Phase 3b Modified Expanded Services. Kristie made the motion which was seconded by Angela. It carried with all in favor.

The Guidelines are in the attached document.

The meeting adjourned at 6:30.

Respectfully Submitted,

Angela Knisley, Vice President

