

**South Country Library
BOARD OF TRUSTEES MEETING
April 16, 2020
MINUTES**

I. CALL TO ORDER

J. Neal called the meeting to order at 7:15 via Zoom.

Present: J. Neal , A. Kamran, S. Binnington, G. Marschall, C. Walsh, C. Gagliano, J. Nix, J. Johnson

Absent:

2 staff members in attendance

II. APPROVAL OF THE MINUTES OF THE February 20, 2020 meeting.

C. Walsh made a motion to approve the Minutes of the February 20, 2020 meeting, seconded by C. Gagliano. The motion passed unanimously.

III. Report of the Treasurer

A. Balance Sheets (February)

- 1. General Fund - \$3,510,231.54**
- 2. Capital Fund - \$349,158.65**
- 3. Endowment Fund - \$12,121.31**

B. Balance Sheets (March)

- 4. General Fund - \$3,192,980.00**
- 5. Capital Fund - \$349,158.65**
- 6. Endowment Fund - \$12,121.31**

C. Operating Warrants

- D. J. Neal stated that the treasurer's report be placed on file for audit.**

IV. Report of the Administrators

Discussed new services we are offering while closed and update regarding staff working from home. Also discussed expanding the WIFI access into the parking lot.

S. Binnington made a motion to approve the Report of the Administrators, seconded by J. Johnson. The motion passed unanimously.

V. Report of the Committees:

A. Budget & Finance- No Report

B. Buildings & Grounds- No Report

E. Personnel- No Report

F. Nominating- Recommendation to leave officers as is, until after, the now scheduled, trustee election on June 9.

VI. Old Business- None

VII. New Business-

A. Audit Proposal

C. Walsh made a motion, seconded by C. Gagliano to approve the proposal from Baldessari & Coster to perform the annual audit at a cost to not exceed \$10,500. The motion passed unanimously.

B. NYS Annual Report

J. Johnson made a motion, seconded by G. Marschall to approve the New York State Annual Report. The motion passed unanimously.

Patron Services Policy

G. Marschall made a motion, seconded by A. Kamran to approve the updated Patron Services policy. The motion passed unanimously.

C. Coronavirus

A. S. Binnington made a motion, seconded by J. Jonson to authorize library staff to be paid during the emergency closure of the library. The motion passed unanimously.

B. S. Binnington made a motion, seconded by C. Gagliano to authorize the library director to make critical, time-sensitive decisions about library services or closures due to the COVID-19 pandemic. The motion passed unanimously.

C. C. Walsh made a motion, seconded by A. Kamran to allow checks to be mailed out for payment with only one signature during the emergency closure. The motion passed unanimously.

VIII. Other-

IX. Adjournment

J. Johnson made a motion to adjourn the meeting at 7:59 p.m., seconded by G. Marschall. The motion passed unanimously.