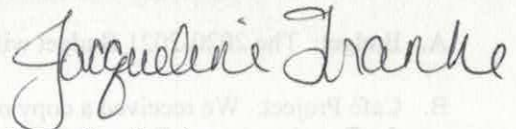


**MINUTES OF THE CMFPL TRUSTEES MEETING  
HELD BY VIDEO CONFERENCE ON MONDAY, APRIL 6<sup>th</sup>, 2020**

- I. The meeting was called to order by President Virginia Tyson (Audio) at 7:04 p.m. Also present were: Jacques LeBlanc (Video), Christine Buff (Video), Deborah Cannarelli (Video), Colleen Hogan (Video), Marcie Litjens (Video), Bob Chesnut (Audio), Jacqueline Franke (Video).
- II. Agenda was approved on a motion made by C. Buff, seconded by C. Hogan, all in favor.
- III. Minutes of the March 31, 2020 meeting were approved on a motion made by C. Buff, seconded by C. Hogan, all in favor.
- IV. Period of Public Expression – None
- V. Reports.
  - A. President's report: None
  - B. Trustees' reports: None
  - C. Director's report: Director Litjens reported the following: The Governor has ordered all non-essential business to be closed until April 29, 2020. Director Litjens met with other Suffolk County library directors today. We are not able to deliver books to patrons, however, SCLS is thinking of supplying a "book in a box". The details are still in the works. Trustee LeBlanc asked about sterilizing books as they are returned once the library is reopened. Director Litjens acknowledged that procedures will have to be put in place and this is something she is looking into. Temporary Plexiglas separators are a possibility. N-95 masks and sanitizer have been ordered for when we reopen. Joy is looking into UV lights for the books. May not accept returns at the desk. Waiting on guidance as to how long the virus lasts on surfaces. May need new protocols in place when employees return to work. Other discussion ensued. We now have an online programming calendar and classes are starting to fill. Bob mentioned he spoke with the web developer. We are going to add a web chat interface. This will allow for a librarian to be available to patrons for a limited amount of time each day.
  - D. Additional reports: None
- VII. Old Business.
  - A. Budget: Director Litjens explained that many Brookhaven libraries are deciding on zero to zero budgets for next year and deciding to hold the trustee vote at a later date. The trustees discussed.
- VIII. Period of Public Expression - None
- IX. New Business.
  - A. Motion by C. Buff, seconded by C. Hogan, to postpone the budget vote/trustee election to a date to be determined and to approve the carryover of the current budget for next year's 2020-2021 budget, all in favor.
  - B. Motion by C. Buff, seconded by C. Hogan, to close the library until April 29, 2020 with staff remotely working, all in favor.
- X. Date and time of the next meeting of the Trustees: Monday, April 20<sup>th</sup>, 2020 at 7:00pm.
- XI. There being no further business, tonight's meeting was adjourned at 7:23 p.m. on a motion made by C. Buff, seconded by C. Hogan, all in favor.

Respectfully submitted,



Jacqueline Franke  
Secretary to the Board