

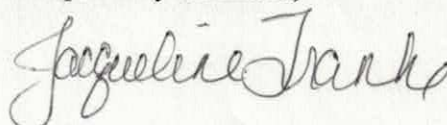
**MINUTES OF THE CMFPL TRUSTEES MEETING
HELD AT THE LIBRARY ON MONDAY, JULY 20th, 2020**

- I. The meeting was called to order by President Virginia Tyson at 7:05 p.m. Also present were: Jacques LeBlanc, Christine Buff, Deborah Cannarelli, Colleen Hogan, Marcie Litjens, Bob Chesnut, Jacqueline Franke.
- II. Agenda was approved on a motion made by C. Buff, seconded by C. Hogan, all in favor.
- III. Minutes of the July 6, 2020 Reorganization meeting were approved on a motion made by C. Buff, seconded by C. Hogan, all in favor.
- IV. Period of Public Expression – None
- V. Financial Report – July

A. Operating Account Warrant #12-1	\$ 14,631.24 (claims from last year)
B. Operating Account Warrant #1	\$ 51,619.38
C. Operating Account Warrant #1A	\$ 4,657.13
D. Payroll Account Warrant #1B	\$136,875.17
E. Capital Projects Fund Warrant #1	\$.00

were approved on a motion made by C. Buff, seconded by C. Hogan, all in favor.
- VI. Reports.
 - A. President's report: None
 - B. Trustees' reports: None
 - C. Director's report: Director Litjens reported the following: The library has been open for two weeks and everything is running smoothly. We are averaging 120 patrons per day. Most libraries in our zone have reopened. Based on a recent study 72 hours seems like a good amount of time to hold the books before check in. Online classes for adults is going amazingly well. Online children's programming is down. Summer reading program sign ups: Adults – 300, Teens – 72, Children's – 336. Contract monies were discussed. At a meeting with SCLS Director's were informed that SCLS hasn't received any state aid yet and they are still waiting to hear about budget cuts. The Friends of the Library had a book sale and made \$300. They plan to have another sale in August. The Library of Things circulation is through the very active. The elevator is having issues. It has been repaired many times. The pistons valves may need to be replaced. Will get quotes. Discussions are being had with the librarians regarding making plans if another closure is ordered by the Governor. If parents choose to home school in the fall, how can the library be of service to the community? This will be explored. The Trustee election will be held in September. Any petitions submitted are still valid. As of now, the vote will be in person. Discussion ensued regarding the time of the vote and it was decided to hold the election from 2pm until 8pm.
 - D. Additional reports: None
- VII. Old Business
 - A. Policy Manual: Director Litjens will provide the Board Trustees with an updated draft copy of the policy manual to look over at the next board meeting.
 - B. Café: BBS said that SED provided comments about the hardware and the exit from the kitchen. We are on schedule to go out to bid in August. Looking into options for moving the computers.
- VIII. Period of Public Expression - None
- IX. New Business.
 - A. Motion by C. Buff, seconded by C. Hogan, to transfer \$150,000 from People's Checking to Payroll Account, all in favor.
 - B. Motion by C. Buff, seconded by C. Hogan, to hire election inspectors RoseMarie Delio, Janet Penney and Carol Ann Ahl at \$15/hr, all in favor.
 - C. Motion by C. Buff, seconded by C. Hogan, to hire Susan Bartels as Chief Election Inspector at \$16/hr, all in favor.
 - D. Motion by C. Buff, seconded by C. Hogan, to approve legal notice for Trustee election, all in favor.
- X. Date and time of the next meeting of the Trustees: Monday, August 17, 2020 at 7:00pm.
- XI. There being no further business, tonight's meeting was adjourned at 7:50pm on a motion made by C. Buff, seconded by C. Hogan, all in favor.

Respectfully submitted,



Jacqueline Franke
Secretary to the Board

and The Southampton Press as newspapers for legal notices, all in favor.

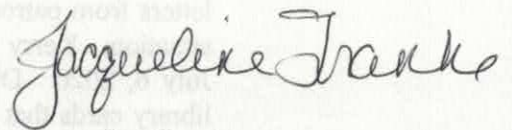
I. Motion made by C. Buff, seconded by C. Hogan, to authorize Peoples United Bank for Business Checking with Interest, Payroll and Operating and Bridgethampton National Bank for Capital, Petty Cash and Lauer Fund, all in favor.

J. Motion made by C. Buff, seconded by C. Hogan, to authorize Board President and Treasurer as signers on the above-named accounts; motion to authorize M. Litjens as signer on Petty Cash, all in favor.

XI. The next meeting of the Board of Trustees will be held on Monday, July 20, 2020 at 7:00p.m. There being no further business, tonight's meeting was adjourned at 7:50p.m. on a motion made by C. Buff, seconded by C. Hogan, all in favor.

XII. Adjournment.

Respectfully submitted,



Jacqueline Franke
Secretary to the Board