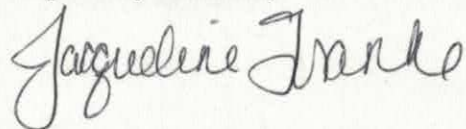


**MINUTES OF THE CMFPL TRUSTEES MEETING
HELD BY VIDEO CONFERENCE ON MONDAY, MAY 18th, 2020**

- I. The meeting was called to order by President Virginia Tyson (Audio) at 7:02 p.m. Also present were: Jacques LeBlanc (Video), Christine Buff (Video), Deborah Cannarelli (Video), Colleen Hogan (Video), Marcie Litjens (Video), Bob Chesnut (Video), 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 April 20, 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. Financial Report - Postponed
- VI. Reports.
 - A. President's report: President Tyson reported that all is going smoothly at the library.
 - B. Trustees' reports: None
 - C. Director's report: Director Litjens reported the following: The library received a check from Prime Risk Partners in the amount of \$500 to be used to enhance the Family Place library. The children's department will use it to purchase launch pads. The retaining wall by meditation garden area was vandalized. The landscaper will need to fill in some holes and a mason will be needed to repair the wall. We are looking into installing an extra security camera. The June newsletter is in the mail. All programs will be held virtually. Registration for programs is going well. Director Litjens explained zoom bombing and that procedures have been put in place to ward this off. Some community members asked to borrow our platform. It was not allowed. Budget votes for schools will be held June 9th by absentee ballot only. Our library trustee vote will be held September 15th. Our attorney notified us that New York State will be offering a retirement incentive. Waiting on details. We will be offering credit card capability to pay for passports, late fees, etc. Discussion ensued. Social media is going well. Ebooks are going out. Library cards are still being requested. Seed are going out daily. Director Litjens is having weekly meetings with other librarians. The social work internship is ending. The intern did a great job. Director Litjens detailed what the intern accomplished during her time at the library. Another intern has been requested for the fall. The locker system will be delivered late this week and needs to be installed. It must be integrated into our computer system
 - D. Additional reports: None
- VII. Old Business
 - A. Library Closure: New York State Pause remains in effect until May 28th. Kevin from SCLS submitted a plan for reopening libraries. Director Litjens explained the plan. We are still waiting on PPE. SCLS is going to send out a survey for libraries to complete regarding what items they will need to reopen. We are still waiting on sneeze guards, looking into replacing door knobs, installing new HVAC filters, new Purell stations, pricing out touchless faucets. Received second quote for HVAC system.
- 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 hold Trustee Election on September 15, 2020, all in favor.
- X. Date and time of the next meeting of the Trustees: Monday, June 15, 2020 at 7:00pm.
- XI. There being no further business, tonight's meeting was adjourned at 7:33 p.m. on a motion made by C. Buff, seconded by C. Hogan, all in favor.

Respectfully submitted,



Jacqueline Franke
Secretary to the Board