

AMAGANSETT FREE LIBRARY
REGULAR MONTHLY MEETING
Approved Minutes of May 29, 2020

Present: Calandra Sheen (Vice President), Rachel Gruzen (Treasurer), Shari Thompson (Secretary), Meredith Cairns, Brock Lownes, Lynne Weinlandt, Lauren Nichols (Director).
The meeting was video-conferenced and was called to order by Vice President Calandra Sheen at 9:11 a.m.

I. Approval of Agenda. Approved without objection.

II. Approval of Minutes from April 24, 2020. Approved without objection.

III. Executive Session. There was an Executive Session at 9:15, and at 9:50 the meeting resumed.

IV. Financial Report. Treasurer Rachel Gruzen reported that we are 42%-43% through the year and 47% through our 2020 budget, and "are on schedule." Rachel noted that not all of our expected donations have come in; there's usually an influx in the late summer. Director Lauren Nichols reported that she is waiting to get estimates for UV lights, and noted that they are considerably more expensive than they were pre-COVID-19. Because it could take a while to get them, she was authorized by the board to go ahead with an order.

V. President's Report. None.

VI. Director's Report. Director Lauren Nichols reported that our donor list has been updated and is available for board members to review.

Lauren referred the board to the Director's Report and the Amagansett Free Library Reopening Plan (attached). The reopening plan has four phases and was created in coordination with the Suffolk County public libraries and the Suffolk County Department of Health. Lauren told the board that 50% of the staff is now allowed to be in the library and that there will be a staff meeting on Monday to review safety procedures. The library's hours, this summer, will be 8:00 a.m. to 6:00 p.m. We will have curbside pickup plus a variety of online programs for children and adults, two summer-long online community events, and online local artist exhibitions. Lauren noted that attendance at our online events has been "surprisingly large." Lauren further noted that she and the staff will satisfy requests from patrons as best they can and that "we will supplement collection development with extra copies of new books."

The safety plan for the library was approved without objection.

VII. Secretary's Report. None.

VIII. Trustee Reports. The trustees thanked Lauren for all that she has done and is doing to keep our library active during the shutdown.

IX. Committee Reports

A. Friends. Secretary Shari Thompson reported that on May 7th she attended a meeting, on Zoom, of Friends from East End Libraries. Several libraries are fundraising by selling bricks ("in memory/honor of . . ."), and it was suggested that this might be a fundraising activity for our Friends Committee, since the bricks---or tiles with a child's handprint---could be integrated into our re-landscaping project. It was agreed that we will wait to see Chini Alarco's plan for our library's grounds, and then set up a meeting.

X. Old Business.

A. COVID-19

1. New York State Business Safety Plan. Discussed (see item VI, above). We are following all rules.

2. Amagansett Free Library Phased Reopening Plan. Discussed (see item VI, above).

B. Vote and Trustee Election.

Absentee ballots for the school board election and the budget vote, on June 9th, are being mailed. The library will not have a line item this year.

Our trustee election will continue through June 9th.

XI. New Business, None.

XII. Approval of Regular Bills for May. Approved without objection.

XIII. Approval of the Personnel Report. Approved without objection.

XIV. Correspondence. None.

XV. Period for Public Expression. No one from the public was present.

XVI. Adjournment. The meeting was adjourned at 10:50 a.m..

Next Meeting Date: Friday, June 26, 2020, at 9:00 a.m.