

AMAGANSETT FREE LIBRARY
REGULAR MONTHLY MEETING
Approved Minutes of July 31, 2020

Present: Marc Donnenfeld (President), Calandra Sheen (Vice President), Rachel Gruzen (Treasurer), Shari Thompson (Secretary), Meredith Cairns, Brick Lownes, Lynne Weinlandt, Lauren Nichols (Director). The meeting was videoconferenced and was called to order by President Marc Donnenfeld at 9:05 am.

- I. Approval of Agenda. Approved without objection.
- II. Approval of Minutes from June 26, 2020 Regular Meeting. Approved without objection.
- III. Executive Session (as necessary). There was no need for an Executive Session.

IV. Financial Report. Treasurer Rachel Gruzen reported that we are 7/12 through the year and 53.7% through our budget, and are "in good shape." We have overages in supplies but no major expenses are foreseen. Director Lauren Nichols noted that in response to requests, we have been buying a lot of books. Lauren noted further that curbside service will continue through the fall and probably the winter, that she drops off items at the homes of library patrons who are housebound, and that on Mondays and Thursdays we get van delivery from the Suffolk Cooperative Library System for items from other libraries that our patrons request (we used to get daily delivery, and it might increase in the future). Lauren emphasized that our priority is to support the community and especially the Amagansett school. Our children's librarian, Evan Harris, is working with the school librarian, and Meredith Cairns, who is on the school board, noted that as of now there are 20 new families and 75 new students in Amagansett and suggested that we, or we and the school, might organize an event in which to introduce our library to them. Lauren noted that a lot of new library cards have been issued this summer.

V. President's Report. President Marc Donnenfeld expressed his and the board's appreciation to Lauren Nichols and our library's staff for doing their jobs "with great ease and grace" in a trying and difficult time.

VI. Director's Report. Director Lauren Nichols reported that "things are going well." Laptops are available to be borrowed for the duration of the pandemic, our internet is good---a repeater has been put in; service is good in the first three rows of the parking lot---and she will see about upgrading cable. The week after next, the library will be open for half-hour browsing appointments Mondays through Fridays, from 1:00 to 5:00, one household at a time. (Saturdays might be added.) Patrons who have used our curbside service and/or expressed an interest in coming into the library will be called, and word will spread. Attached is a list of our library's COVID-19 responses. Masks (see item XI, New Business) and a health questionnaire will be required of patrons, and the staff will be asked if they would feel more comfortable if

temperature-taking is required as well. (They take their own temperatures and fill out health questionnaires.)

VII. Secretary's Report. Secretary Shari Thompson had nothing special to report.

VIII. Trustee Reports. None of the trustees had anything special to report.

IX. Committee Reports.

A. Friends. Shari Thompson reported that she has been in touch with Bricks R Us, the company that the Animal Rescue Fund of the Hamptons has used for their highly successful brick fundraising. She emailed the trustees, prior to this meeting, a photo of a sample brick that Bricks R Us sent her, along with other information that we will review when the time comes to decide whether, and how, we might want to integrate bricks into our re-landscaping design.

Lauren Nichols reported that she has been in touch with Chini Alarco, of Whitmore's, and that "they haven't forgotten us," but that given this summer's heat wave, now is not the best time to plant.

B. Architectural Committee. Lauren Nichols reported that a generous donation is enabling us to redo our window seats with new upholstery, cushions, and throw pillows.

X. Old Business.

A. Phased reopening.

1. Appointments. See item VI, Director's Report.

2. Library Service, Fall 2020 and beyond. See items IV, Financial Report, and IV, Director's Report (availability of laptops for borrowing). In addition, Lauren Nichols noted that this fall we will continue to offer programs online rather than in person.

XI. A. Resolved, that the Board of Trustees of the Amagansett Free Library requires masks to be worn by any person over the age of two years while at the library. Approved without objection.

B. Resolved, that the Capitol One Certificate of Deposit of \$82,647.94, with a rate of .3%, be transferred to People's Savings Account with a rate upon expiration. Approved without objection.

XII. Approval of Regular Bills for July. 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 10:10.

Next Meeting Date: Friday, August 28, 2020 at 9:00 am.