

TRANSCRIPT of the May 18, 2020 Regular Meeting of the Red Jacket Community Library Board of Trustees

1

00:00:16.859 --> 00:00:18.270

Lisa Schaertl: I'm going to call the meeting to order at

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00:00:18.270 --> 00:00:19.080

7:04

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00:00:20.400 --> 00:00:22.230

Lisa Schaertl: And can we have Roll call, please.

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00:00:22.830 --> 00:00:34.680

Peggy: Okay, present are trustees Pay Ayres, Roxy O'Brien, Randall Ott, Jill Persson, Lisa Schaertl, Kim Sutter, Peggy Sutton

5

00:00:35.790 --> 00:00:53.970

Peggy: And director Andrea Tillinghast. Library staff Christine LaTerra, Bonnie Curtis, Kathleen Honchen and Patsy Olszewski; Guests Jacob Maslyn, Dusty Mott and Neng Marquez

6

00:00:54.300 --> 00:00:55.290

neng Marquez: Yes, correct.

7

00:00:55.350 --> 00:00:56.190

Peggy: Didi I say that right

8

00:00:56.370 --> 00:00:57.150

neng Marquez: Yes, ma'am.

9

00:00:57.270 --> 00:01:01.020

Peggy: Okay and absent Jessica Oliver and Jan Boor

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00:01:01.080 --> 00:01:03.240

Randall Ott: Did I miss anybody here.

11

00:01:03.630 --> 00:01:04.860

Peggy: Jan's here. Okay.

12

00:01:05.970 --> 00:01:10.770

Peggy: And we have Present, Jan Boor. So, absent only Jessica Oliver.

13

00:01:13.140 --> 00:01:16.740

Lisa Schaertl: Thank you. Um, are there any additions to the agenda.

14

00:01:21.060 --> 00:01:24.000

Lisa Schaertl: Okay, I'm going to take the agenda, as approved hearing no objection.

15

00:01:25.320 --> 00:01:30.180

Lisa Schaertl: Announcements: this meeting is taking place remotely via video conference.

16

00:01:30.240 --> 00:01:33.510

Lisa Schaertl: In accordance with the governor's executive order number 202.1

17

00:01:33.780 --> 00:01:48.390

Lisa Schaertl: Regarding emergency adjustments to the Open Meetings law in response to the COVID 19 pandemic. The public has the ability to view or listen to this meeting proceeding online through links posted on our public website. This meeting is being recorded.

18

00:01:48.870 --> 00:01:50.250

Lisa Schaertl: A transcript of the meeting.

19

00:01:50.310 --> 00:01:53.220

Lisa Schaertl: Will be posted on the library website. In addition,

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00:01:53.250 --> 00:01:54.000

to the Minutes.

21

00:01:55.110 --> 00:02:02.340

Lisa Schaertl: Second announcement. I want to welcome our Trustee candidates Neng Marquez, Jacob Maslyn and Dustine Mott

22

00:02:03.720 --> 00:02:20.130

Lisa Schaertl: Their bios are in the draft vote flyer that I posted on Drive, and at the end of this meeting I would like to invite everybody to stay for a chat or Q&A so you can ask us questions and we can answer your questions about being a trustee.

23

00:02:21.720 --> 00:02:27.330

Lisa Schaertl: Next, we welcome public comments at this time in accordance with our public comment policy. Are there any public

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00:02:27.330 --> 00:02:27.930

Comments?

25

00:02:31.500 --> 00:02:42.900

Lisa Schaertl: Hearing none. I'm going to move on to Calendar items of note for trustees: Tomorrow may 19 at six o'clock is the pioneer library system fiscal oversight workshop for trustees and I encourage everybody to go. I know I'm going to go

26

00:02:44.100 --> 00:02:45.690

Lisa Schaertl: Tuesday, May 26

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00:02:46.560 --> 00:02:54.990

Lisa Schaertl: Next Tuesday is the history of the red jacket community library by Pat Ayres, which will be our fourth session in our new trustee orientation.

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00:02:55.320 --> 00:03:06.180

Lisa Schaertl: And also the new candidates and the public is welcome to attend that one to learn a little bit about the library, the links to that are on the trustee calendar and on the public website.

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00:03:07.740 --> 00:03:11.970

Lisa Schaertl: Also Tuesday, May 26 is the tentative date that the school will mail the ballots.

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00:03:13.050 --> 00:03:24.270

Lisa Schaertl: And then on Monday night June 1 at 7pm. The trustees will present a budget information session and the links to that are on the trustee calendar and on the public website.

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00:03:26.010 --> 00:03:28.530

Lisa Schaertl: Does anybody else have announcements that I should make at this point.

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00:03:30.600 --> 00:03:32.790

Randall Ott: The vote is June 9.

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00:03:33.510 --> 00:03:36.840

Lisa Schaertl: The vote is June 9. Yeah, that's another key date.

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00:03:38.460 --> 00:03:42.330

Lisa Schaertl: Okay APPROVAL OF MINUTES. So you've all had a chance to look at the minutes.

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00:03:42.330 --> 00:03:48.300

Lisa Schaertl: From April 20 and I see no comments on them. Is there a motion to approve the minutes.

36

00:03:48.630 --> 00:03:49.710  
Patricia Ayres: I had some comments.

37  
00:03:50.220 --> 00:03:50.670  
Lisa Schaertl: Go ahead.

38  
00:03:51.690 --> 00:04:04.590  
Patricia Ayres: Actually, they're just editorial in terms of typos. So I suggest that I just send them to Peggy and she can just make capital, where it needs to be, and inverted letters and that kind of thing.

39  
00:04:04.800 --> 00:04:07.260  
Lisa Schaertl: Okay, so nothing changing in the meaning

40  
00:04:07.260 --> 00:04:09.420  
Patricia Ayres: Nothing that's substantive no

41  
00:04:10.200 --> 00:04:11.700  
Lisa Schaertl: Okay, so

42  
00:04:11.760 --> 00:04:12.660  
Roxie.OBrien: I'll make a motion.

43  
00:04:13.620 --> 00:04:19.200  
Lisa Schaertl: We have a motion by Roxy to approve the minutes from the April 20 board meeting with corrections.

44  
00:04:20.610 --> 00:04:21.390  
Lisa Schaertl: All in favor?

45  
00:04:21.960 --> 00:04:23.040  
Kim Sutter et. all: Aye. Aye.

46  
00:04:23.580 --> 00:04:24.090  
Lisa Schaertl: Opposed?

47  
00:04:25.230 --> 00:04:27.930  
Lisa Schaertl: The motion carries and the Minutes are approved.

48  
00:04:28.980 --> 00:04:33.450  
Lisa Schaertl: Next we have the minutes from our special meeting May 5

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00:04:34.110 --> 00:04:35.880

Lisa Schaertl: Again, I don't see any comments.

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00:04:39.600 --> 00:04:40.500

Lisa Schaertl: Motion to approve?

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00:04:41.760 --> 00:04:42.330

Patricia Ayres: So moved.

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00:04:43.320 --> 00:04:50.430

Lisa Schaertl: we have a motion from Pat Ayres to approve the minutes from the May 5 special meeting. All in favor.

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00:04:50.790 --> 00:04:51.540

Patricia Ayres and others: Aye. Aye.

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00:04:51.780 --> 00:04:52.800

Lisa Schaertl: Any opposed?

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00:04:54.210 --> 00:04:55.530

Lisa Schaertl: The Minutes are approved.

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00:04:57.270 --> 00:05:00.150

Lisa Schaertl: Okay, next we have

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00:05:01.230 --> 00:05:07.170

Lisa Schaertl: Financial Reports and approval of expenditures. We'll start with the claims review report.

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00:05:08.580 --> 00:05:16.020

Randall Ott: The Claims Review is pretty straightforward, there really hasn't been much spending this month. Payroll was typical

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00:05:17.040 --> 00:05:23.640

Randall Ott: Two payrolls this month of April \$10,861 80 cents.

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00:05:24.690 --> 00:05:27.240

Randall Ott: Claims, just a few items.

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00:05:29.010 --> 00:05:33.210

Randall Ott: We need to approve tonight \$611.82.

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00:05:35.340 --> 00:05:42.600

Randall Ott: And then debit purchases worth \$1277.87

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00:05:44.280 --> 00:05:46.350

Randall Ott: Those included Zoom

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00:05:47.220 --> 00:05:52.230

Randall Ott: which we're using right now. So that was the big expense the zoom package and then

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00:05:53.340 --> 00:06:00.150

Randall Ott: There's two, the way I broke this out, there are two additional debit payments that were made.

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00:06:01.380 --> 00:06:03.180

Randall Ott: And so to get to the \$1913.20

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00:06:04.860 --> 00:06:06.330

Randall Ott: Which we're going to approve.

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00:06:08.160 --> 00:06:15.150

Randall Ott: There were some payments made to paychex or excuse me, there's payments made to the New York State.

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00:06:16.440 --> 00:06:18.240

Randall Ott: Local and retirement system.

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00:06:20.070 --> 00:06:21.630

Randall Ott: And those were payments that

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00:06:21.690 --> 00:06:33.870

Randall Ott: Chris made there's two payments, one for the first quarter of this year and then one for April, and they were for employee withholding so paychecks withholds employee

72

00:06:35.310 --> 00:06:48.990

Randall Ott: contributions to the to the Retirement System. And then we have to file them with the with the Office of the State Comptroller. And so that's what those payments are and then

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00:06:51.150 --> 00:07:09.450

Randall Ott: The other thing that is included in there that we don't normally approve at this time is the fees to paychex. But those are also debited out of checking so that. So those are all the normal debits plus two sets of additional debits which we can approve for \$1913.20

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00:07:10.410 --> 00:07:18.720

Lisa Schaertl: Okay, good. And so I will pull up the report that you refer to the claims audit and approval of payment.

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00:07:20.760 --> 00:07:21.540

Lisa Schaertl: that Jan prepared.

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00:07:24.660 --> 00:07:35.340

Lisa Schaertl: This is the \$ 611.82 that Randy mentioned for the checks and if you add these all up you get \$1913.20. And these are the two payments that Randy mentioned the

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00:07:35.760 --> 00:07:43.920

Lisa Schaertl: \$397.33 is the New York State Retirement System that we collected and had from employee withholding and are sending on to the state.

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00:07:44.400 --> 00:07:54.750

Lisa Schaertl: And the other one was the paychex payroll fees, which don't require board approval by our policy. So these all totaled \$1913.20

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00:07:55.230 --> 00:08:07.470

Lisa Schaertl: So looking for a motion to approve. April unpaid claims totaling \$ 611.82 and payments made prior to board approval totally 1913.20 by roll call vote, and normally

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00:08:08.400 --> 00:08:18.120

Lisa Schaertl: According to our policy, we would have passed this voucher around for signature and we can't do that, since we're working remotely. I'll do a roll call vote. And you'll say aye OR nay. Pat Ayres.

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00:08:19.110 --> 00:08:19.470

Patricia Ayres: Aye.

82

00:08:21.570 --> 00:08:22.200

Lisa Schaertl: Peggy Sutton.

83

00:08:25.440 --> 00:08:26.220

Lisa Schaertl: Is on mute.

84

00:08:30.570 --> 00:08:32.370

Peggy: I had a Crying dog. Aye.

85

00:08:34.170 --> 00:08:34.530

Lisa Schaertl: Randy Ott.

00:08:34.530

Randall Ott: Aye

86

00:08:36.600 --> 00:08:37.170

Lisa Schaertl: Roxy.

87

00:08:37.590 --> 00:08:37.920

Roxie OBrien: Aye

00:08:38

Lisa Schaertl: Jill Persson.

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00:08:38.880 --> 00:08:40.680

Jill Persson: Aye

89

00:08:41.370 --> 00:08:42.300

Lisa Schaertl: And Kim Sutter

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00:08:44.040 --> 00:08:44.460

Kim Sutter: Aye

91

00:08:45.480 --> 00:08:46.710

Lisa Schaertl: OK. Motion carries.

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00:08:48.120 --> 00:08:48.960

Lisa Schaertl: I'm

93

00:08:51.030 --> 00:08:51.810

Lisa Schaertl: Sorry, question?

94

00:08:51.990 --> 00:08:52.830

Randall Ott: Lisa, you can vote

95

00:08:54.390 --> 00:08:55.950

Lisa Schaertl: Oh yes, I vote Aye.



96

00:08:56.700 --> 00:08:56.970

Lisa Schaertl: Lisa Schaertl votes Aye.

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00:08:59.550 --> 00:09:00.150

Lisa Schaertl: Motion carries.

98

00:09:00.210 --> 00:09:05.880

Lisa Schaertl: Up next is the treasurer report. Jan, what would you like me to display?

99

00:09:07.110 --> 00:09:10.230

Jan Boor: I guess the budget versus actual

100

00:09:11.760 --> 00:09:13.470

Jan Boor: Since it really shows everything

101

00:09:17.610 --> 00:09:24.750

Jan Boor: And not really be familiar with what you like to hear at the meetings. I'm not sure exactly what you're looking for. So

102

00:09:27.630 --> 00:09:29.910

Jan Boor: Remember, still learning

103

00:09:31.140 --> 00:09:34.110

Lisa Schaertl: As, as we all are, you know, we'll work this out together.

104

00:09:34.350 --> 00:09:41.910

Jan Boor: I have to say it's a good time to be learning because everything was pretty slow the past month and you didn't have a lot of

105

00:09:42.480 --> 00:09:43.770

Jan Boor: we didn't have a lot of vouchers.

106

00:09:44.160 --> 00:09:48.480

Jan Boor: And a lot of activity. So it's a good time to kind of wrap my head around it all.

107

00:09:50.430 --> 00:09:51.990

Jan Boor: It does look like

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00:09:53.580 --> 00:10:01.260

Jan Boor: Payroll is over what was budgeted. There's not a whole lot left in the budget for the last two months.

109

00:10:02.310 --> 00:10:04.560

Jan Boor: So I think it's going to be pretty close.

110

00:10:06.150 --> 00:10:07.410

Jan Boor: I'm still looking

111

00:10:08.430 --> 00:10:18.030

Jan Boor: At some of the numbers to help them, you know, just so that they make more sense to me. And there are a couple of items that have been charged to the wrong.

112

00:10:19.650 --> 00:10:23.220

Jan Boor: spots. So I'm going to move a couple things.

113

00:10:24.300 --> 00:10:27.780

Jan Boor: First of all, is the... under payroll.

114

00:10:28.410 --> 00:10:28.830

Jan Boor: If you

115

00:10:28.890 --> 00:10:35.700

Jan Boor: Look at payroll expense. There's one that says salaries - other and that's actually director salary.

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00:10:37.620 --> 00:10:40.890

Jan Boor: It get charged it's from a march payroll and it was

117

00:10:42.120 --> 00:10:43.290

Jan Boor: It was entered under the wrong,

118

00:10:43.500 --> 00:10:50.310

Jan Boor: It was entered incorrectly. Yeah. So I'm going to just move that so that it reads on the right line for the next report.

119

00:10:55.140 --> 00:11:15.060

Jan Boor: There's a couple other... Oh there's a benefits-Other for \$157 and that actually get reimbursed. That was a Christmas lunch for the employees and the friends reimbursed that this past month but I put it to the wrong spot. So I'm going to move that as well.

120

00:11:20.700 --> 00:11:24.450

Jan Boor: There wasn't a lot of other things that jumped out at me.

121

00:11:28.980 --> 00:11:39.000

Jan Boor: I think some FICA got entered to New York State Retirement. So I'm going to look at the payroll reports and probably move some numbers there too.

122

00:11:39.630 --> 00:11:40.080

Lisa Schaertl: Okay, good.

123

00:11:41.220 --> 00:11:45.300

Jan Boor: Um, other than that, I don't see

124

00:11:48.990 --> 00:11:51.180

Jan Boor: I mean, it's pretty straightforward. I think

125

00:11:51.540 --> 00:12:04.710

Lisa Schaertl: So my question, and I asked earlier today and I probably should have done it even earlier, is if I if I'm reading this correctly, I look at our total expenses we have \$10,000 left to get us through May and June Is that right?

126

00:12:05.160 --> 00:12:05.610

Jan Boor: Yep.

127

00:12:06.840 --> 00:12:07.020

Randall Ott: I

128

00:12:07.380 --> 00:12:09.600

Randall Ott: I think Chris

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00:12:10.620 --> 00:12:16.680

Randall Ott: I've got to look at the front of the bank statement, which I didn't really look at, Jan, but I think

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00:12:18.330 --> 00:12:22.380

Randall Ott: I think Chris did not correct the transfer

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00:12:23.880 --> 00:12:29.700

Randall Ott: We paid \$17,000 for Creative Library Concepts that should have come out of

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00:12:31.170 --> 00:12:32.250

Randall Ott: That should have come out of

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00:12:34.290 --> 00:12:39.000

Randall Ott: The capital fund instead of the checking account. And I think that might be the difference

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00:12:39.270 --> 00:12:41.970

Jan Boor: I didn't find the \$17,000 though.

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00:12:42.180 --> 00:12:43.260

Lisa Schaertl: I think he fixed it.

136

00:12:43.650 --> 00:12:46.920

Lisa Schaertl: Because last month this number was,

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00:12:47.430 --> 00:12:51.660

Lisa Schaertl: This furniture and equipment office equipment was \$17,000 higher

138

00:12:51.930 --> 00:12:52.380

Randall Ott: Okay.

139

00:12:52.680 --> 00:12:53.820

Randall Ott: All right, he corrected it

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00:12:54.360 --> 00:13:01.260

Jan Boor: Yeah. And I looked at. I looked at the history on that account and I'm not seeing a large payment out of there.

141

00:13:03.570 --> 00:13:07.440

Jan Boor: And I'm not seeing any payments that look like they were for the renovations.

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00:13:08.910 --> 00:13:10.410

Jan Boor: So I think he did correct it.

Randall Ott: OK

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00:13:11.670 --> 00:13:17.010

Jan Boor: but I'm gonna keep looking. Make sure there isn't anything else that's been charged wrong.

Randall Ott: Okay.

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00:13:19.080 --> 00:13:19.260

Kim Sutter: So,

145

00:13:19.320 --> 00:13:22.440

Jan Boor: I'm not sure why the payroll part is over.

146

00:13:23.460 --> 00:13:31.200

Randall Ott: That's because we didn't have a director at the start of this year, we had three directors over the course of this year. So we didn't budget for that.

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00:13:31.590 --> 00:13:31.980

Jan Boor: Okay.

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00:13:32.400 --> 00:13:35.940

Jan Boor: I wondered it that was it or if there was something that was off.

149

00:13:37.440 --> 00:13:37.710

Andrea Tillinghast: Yeah.

150

00:13:38.190 --> 00:13:40.920

Jan Boor: Obviously, if I find something that looks weird I'll let you know and

151

00:13:41.550 --> 00:13:42.330

Jan Boor: and we'll figure it out.

152

00:13:43.200 --> 00:13:51.780

Lisa Schaertl: we didn't budget for the current director, but we did look at the overall budget and determine that we did have enough money to offer the salary that we offered so...

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00:13:52.470 --> 00:13:59.370

Lisa Schaertl: Assuming that this is right and there's 10,000 left for two months and our payroll is 10,000 a month. What do we do?

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00:14:00.750 --> 00:14:06.000

Lisa Schaertl: Do we transfer more from... I mean, that includes our contingency expense right here.

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00:14:07.200 --> 00:14:08.160

Lisa Schaertl: Of \$6000

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00:14:08.190 --> 00:14:21.930

Randall Ott: Just that's just budget, though. So Jan, it can you post. Can you scan or post the, or take a photo of the front page of the bank statement. Put that up sometime in the next couple of days.

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00:14:22.620 --> 00:14:28.920

Jan Boor: Yeah, actually I thought I had scanned that let me see if I'll see if I can find it while you guys are ...

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00:14:28.980 --> 00:14:35.790

Randall Ott: Don't do it now. I'm just saying we've got it. We've got a meeting on Wednesday. So if I can look at it before then.

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00:14:36.030 --> 00:14:36.390

Jan Boor: Okay.

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00:14:38.430 --> 00:14:39.390

Jan Boor: Yeah, I can do that.

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00:14:41.250 --> 00:14:45.150

Lisa Schaertl: So you're saying that we need to look at the actual bank statement and..

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00:14:48.540 --> 00:14:58.230

Andrea Tillinghast: So the contingency shows the amount budgeted that \$6006.56 but that hasn't been put into the actual budget.

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00:14:59.790 --> 00:15:00.930

Andrea Tillinghast: It hasn't, you know,

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00:15:02.100 --> 00:15:03.720

Andrea Tillinghast: You don't see it in the first column.

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00:15:05.580 --> 00:15:06.240

Lisa Schaertl: Right?

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00:15:06.300 --> 00:15:07.350

Randall Ott: Yeah, we have. Yeah.

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00:15:07.680 --> 00:15:08.400

Lisa Schaertl: This isn't it.

168

00:15:08.850 --> 00:15:09.300

Andrea Tillinghast: Mm hmm.

169

00:15:09.690 --> 00:15:11.880

Jan Boor: No, but it's in the budget total right

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00:15:12.090 --> 00:15:16.470

Lisa Schaertl: Right, it's part of this 10,000 that contingency as part of this 10,000 right

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00:15:16.530 --> 00:15:17.130

Jan Boor: It is

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00:15:18.510 --> 00:15:29.310

Jan Boor: I mean, because the bottom lines there you've got your total expense and your total budget, and your total budget includes that contingency expense. So even though you don't have anything allocated against it.

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00:15:29.940 --> 00:15:31.560

Jan Boor: You still used

174

00:15:33.150 --> 00:15:38.760

Jan Boor: That much in in expenses, because there's several line items that you're over

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00:15:39.870 --> 00:15:41.880

Jan Boor: We've gone over in the budget so

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00:15:42.090 --> 00:15:44.250

Randall Ott: Yeah, but there should be some that were under too

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00:15:44.610 --> 00:15:45.360

Jan Boor: There are

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00:15:46.650 --> 00:15:52.980

Jan Boor: But you know at this point this it's adding up to that, there's only 10,000 left

179

00:15:57.690 --> 00:16:01.860

Randall Ott: Okay, I want to look at this better. I didn't. I guess I didn't peek at that earlier today.

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00:16:03.780 --> 00:16:11.490

Lisa Schaertl: Okay, yeah, and I will ask the finance committee to look at that on your upcoming meeting Wednesday.

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00:16:11.970 --> 00:16:18.540

Randall Ott: Yep. Yes. Yeah, we'll be with and Andrea, you're going to join us for that?

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00:16:18.570 --> 00:16:18.870

Andrea Tillinghast: Yeah.

183

00:16:20.070 --> 00:16:21.630

Roxie.O'Brien: Am I supposed to be there, Randy?

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00:16:22.020 --> 00:16:25.830

Randall Ott: If you want to chime in. That'd be fine, because I wanted to talk to you

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00:16:27.540 --> 00:16:29.100

Randall Ott: About a couple of policies anyways.

186

00:16:29.460 --> 00:16:29.760

Roxie.O'Brien:Okay.

187

00:16:30.810 --> 00:16:32.640

Randall Ott: It'll be at 2, I think. Right?

188

00:16:33.060 --> 00:16:34.590

Randall Ott: Oh, you're working

189

00:16:35.130 --> 00:16:36.210

Roxie.O'Brien: I'm working yeah.

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00:16:36.510 --> 00:16:38.100

Randall Ott: We'll schedule a meeting to talk about that.

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00:16:38.550 --> 00:16:41.580

Roxie.O'Brien: If it's if it's quiet. Nobody's around, I'll chime in. I'll see.

192

00:16:42.930 --> 00:16:43.320

Roxie.O'Brien: I might be able to.

193

00:16:45.420 --> 00:16:52.800

Lisa Schaertl: So I'm going to say that on your finance team this week, you're going to look at our total expense and the remaining

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00:16:54.000 --> 00:17:02.340

Lisa Schaertl: expenses for the year and come back with recommendations and report how we're going to address that mismatch.

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00:17:03.510 --> 00:17:04.590

Jan Boor: Yes.

196

00:17:06.300 --> 00:17:06.690

Lisa Schaertl: Okay. Great.

197

00:17:08.190 --> 00:17:08.880

Lisa Schaertl: Thank you.

198

00:17:10.050 --> 00:17:13.530

Lisa Schaertl: Um, any of the other reports, you'd like to look at here.

199

00:17:22.860 --> 00:17:33.840

Jan Boor: Is it, is there anything else that you guys look that you want more information on like something else you want presented at meetings. I'm just trying to get a better handle on what you're looking for.

200

00:17:34.440 --> 00:17:36.180

Randall Ott: It's really whatever you want to highlight

201

00:17:36.630 --> 00:17:38.790

Randall Ott: unless there are questions.

202

00:17:39.540 --> 00:17:39.960

Jan Boor: Okay.

203

00:17:41.010 --> 00:17:41.460

Randall Ott: And can we look at

204

00:17:42.210 --> 00:17:43.500

Randall Ott: The balance sheet, though, before you go?

205

00:17:44.220 --> 00:17:51.990

Lisa Schaertl: It's a collaborative effort. I mean, you'll present things that you think we need to know and we'll ask you questions about these reports that we don't understand and

206

00:17:52.500 --> 00:17:54.120

Lisa Schaertl: at least you got the right reports posted

207

00:17:57.030 --> 00:17:59.490

Jan Boor: Yeah, I figured. That was the first hurdle. I got the right report.

208

00:18:01.050 --> 00:18:02.220

Lisa Schaertl: We'll look at the Balance Sheet now.

209

00:18:05.280 --> 00:18:05.940

Randall Ott: See

210

00:18:06.030 --> 00:18:06.810

Lisa Schaertl: should I scroll?

211

00:18:07.290 --> 00:18:11.820

Randall Ott: The and this is what this is what I was thinking, the capital fund.

212

00:18:12.210 --> 00:18:16.950

Randall Ott: Is way low so we'll have to look at that. I think something got transferred

213

00:18:18.930 --> 00:18:21.090

Lisa Schaertl: Do you think this balance sheet is incorrect, you're saying?

214

00:18:21.270 --> 00:18:26.850

Randall Ott: Well, I think maybe Chris, the capital fund should not be \$10,000

215

00:18:27.630 --> 00:18:28.440

Patricia Ayres: Yeah, right.

216

00:18:28.920 --> 00:18:30.750

Randall Ott: I think it's somewhat it's

217

00:18:30.810 --> 00:18:34.860

Randall Ott: In the transfer fund or someplace else. I'm not sure.

218

00:18:35.880 --> 00:18:38.040

Jan Boor: What, do you know about what it should be.

219

00:18:38.790 --> 00:18:44.460

Randall Ott: Um, it should be about \$60,000 minus \$17,000

220

00:18:44.880 --> 00:18:46.740

Randall Ott: So about \$47

221

00:18:47.790 --> 00:18:51.750

Jan Boor: Okay, I'll take a look at those before we meet on Wednesday. So I've got a better idea.

222

00:18:51.990 --> 00:18:56.250

Jan Boor: You know, which transactions hit it and maybe I can figure out what he did and the

223

00:18:56.280 --> 00:19:04.350

Randall Ott: Only thing that should have come out of that this this year was that \$17,000 to creative library concepts for the circulation desk.

224

00:19:04.740 --> 00:19:05.160

Jan Boor Okay.

225

00:19:07.260 --> 00:19:14.130

Lisa Schaertl: And I would think that he'd be willing to answer your questions too, if you had some about what he did.

226

00:19:14.670 --> 00:19:18.960

Jan Boor: I'm sure yeah. we did talk a little on the phone and

227

00:19:20.790 --> 00:19:23.460

Jan Boor: I'm sure I can email them or call them.

228

00:19:24.750 --> 00:19:30.540

Randall Ott: He did put in equities or whatever you call that down and fixed assets. So that may be just, we're not used to reading it that way.

229

00:19:31.590 --> 00:19:34.710

Randall Ott: So that's that 70,000. But still there's some missing there.

230

00:19:36.330 --> 00:19:36.930

Jan Boor: Okay.

231

00:19:37.020 --> 00:19:40.050

Randall Ott: And I think is in the it's in the money market transfer fund

232

00:19:41.040 --> 00:19:41.460

Lisa Schaertl: Which is big

233

00:19:41.640 --> 00:19:43.020

Jill Persson: yeah

234

00:19:43.110 --> 00:19:45.750

Lisa Schaertl: which has 131 in there

235

00:19:46.290 --> 00:19:47.070

Jill Persson: Yeah.

236

00:19:47.340 --> 00:19:52.200

Randall Ott: I think so. I think something came out of the budget, instead of out of, out of capital, sorry.

237

00:19:52.440 --> 00:19:59.790

Lisa Schaertl: I think you must be right. Okay. So yeah, if you could, if you could review that on your next pass and I'd appreciate if you post

238

00:20:01.110 --> 00:20:03.420

Lisa Schaertl: An analysis to the drive so that we could

239

00:20:04.680 --> 00:20:07.290

Lisa Schaertl: Have a look at it before next meeting. Thank you.

240

00:20:07.680 --> 00:20:08.970

Jan Boor: Sure. Okay.

241

00:20:09.000 --> 00:20:12.480

Lisa Schaertl: What else would you like to look at in the Treasurer's Report, anything?

242

00:20:14.220 --> 00:20:20.010

Lisa Schaertl: The your hiring, your onboarding went okay? I guess the personnel will talk about that but you got what you need from Chris and?

243

00:20:20.520 --> 00:20:21.090

Jan Boor: Yes, I did.

244

00:20:24.660 --> 00:20:27.510

Lisa Schaertl: Okay, any questions for me regarding the Treasurer's Report.

245

00:20:31.710 --> 00:20:37.140

Lisa Schaertl: All right, in which case we'll move on to the star of tonight's show the directors reports.

246

00:20:39.390 --> 00:20:41.820

Andrea Tillinghast: What would you think there's a lot to look at

247

00:20:44.010 --> 00:20:44.460

Andrea Tillinghast: Um,

248

00:20:45.840 --> 00:20:49.290

Andrea Tillinghast: So first I'll go over my typical report.

249

00:20:49.590 --> 00:20:49.980

Lisa Schaertl: This one?

250

00:20:51.600 --> 00:20:51.960

Andrea Tillinghast: Yes.

251

00:20:52.050 --> 00:20:53.010

Andrea Tillinghast: the May 2020

252

00:20:56.070 --> 00:20:57.600

Patricia Ayres: can you zoom that out a little

253

00:21:02.220 --> 00:21:02.640

Patricia Ayres: better.

254

00:21:03.570 --> 00:21:03.990

Andrea Tillinghast: Yeah, so

255

00:21:05.280 --> 00:21:05.460

Andrea Tillinghast: There's

256

00:21:05.490 --> 00:21:19.410

Andrea Tillinghast: Been a variety of different things that have occurred, most of them you know about and I won't belabor every little detail because you can really read report. I'll just hit some highlights because there's so much in the reopening covid material.

257

00:21:22.770 --> 00:21:26.130

Andrea Tillinghast: One interesting thing that I did learn was that

258

00:21:27.480 --> 00:21:32.850

Andrea Tillinghast: by contacting Kathy Leibentritt, the middle school - high school library and Charlene,

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00:21:34.380 --> 00:21:41.250

Andrea Tillinghast: The superintendent, that the elementary librarian is not coming back next year. Brandie rice.

260

00:21:41.970 --> 00:21:42.690

Patricia Ayres: Oh!

261

00:21:42.870 --> 00:21:50.760

Andrea Tillinghast: What they will figure out as far as the hiring whether she'll be replaced or what's on the agenda for them. That's all I know, thus far.

262

00:21:53.220 --> 00:22:05.370

Andrea Tillinghast: One really good thing happened over the course of our time meeting since last time was we had that birthday parade for Marge Miller. And for those of you that don't know Marge Miller has been a longtime

263

00:22:06.390 --> 00:22:18.330

Andrea Tillinghast: donor to the library and I would say probably 90% of our large print collection has been donated from her. And for those of you don't know a lot a large print book.

264

00:22:18.810 --> 00:22:35.070

Andrea Tillinghast: Even with our discount costs close to \$30 so we've probably got a 200 volume collection of large print maybe more than that. but you know she's been doing that for years and years.

265

00:22:35.100 --> 00:22:37.650

Patricia Ayres: Yes, she has

266

00:22:39.960 --> 00:22:44.130

Andrea Tillinghast: so That was pretty good. There were about 90 cars. I understand.

267

00:22:45.180 --> 00:22:47.400

Andrea Tillinghast: At The parade so

268

00:22:51.330 --> 00:22:54.600

Andrea Tillinghast: You've probably seen some emails going back and forth about the

269

00:22:55.950 --> 00:23:10.290

Andrea Tillinghast: Facilities project, our carpeting project. Last I heard from Tim Burns that they would begin the carpeting project the week of Memorial Day and they think that we will be able to

270

00:23:11.580 --> 00:23:32.880

Andrea Tillinghast: Open to staff on June 15 there's no guarantee for that. And I'm not sure where in the agenda, we're going to talk about the temporary the possible temporary location that we originally set up before the pandemic, where we planned to go to the elementary classrooms for a temporary location.

271

00:23:34.170 --> 00:23:34.830

Lisa Schaertl: You can cover that now.

272

00:23:35.760 --> 00:23:36.210

Andrea Tillinghast: Okay.

273

00:23:37.260 --> 00:23:37.860

Andrea Tillinghast: So,

274

00:23:38.790 --> 00:23:53.340

Andrea Tillinghast: you've had a chance to look at the number of policies and plans that I've had prepared for the reopening specifically the plans for quarantine of materials and the plan for contactless check out

275

00:23:54.750 --> 00:23:59.520

Andrea Tillinghast: Those two plans are written as if we're in our actual building

276

00:24:02.490 --> 00:24:07.680

Andrea Tillinghast: Oh, it's very specific. This is where we will quarantine into a corner.

277

00:24:08.040 --> 00:24:09.630

Andrea Tillinghast: For 72 hours underneath.

278

00:24:09.660 --> 00:24:13.410

Andrea Tillinghast: Plastic. This is how a person will a staff member will

279

00:24:15.180 --> 00:24:16.470

Andrea Tillinghast: get things from the book drop

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00:24:18.960 --> 00:24:29.520

Andrea Tillinghast: Both of those policy or those plans, along with some of the rest of the reopening policy like traffic flow and marking things up things out for the six feet between people.

281

00:24:30.360 --> 00:24:39.690

Andrea Tillinghast: reorganizing the furniture, so that people can't sit in groups, the public computers and spacing those out and how to handle that type of thing.

282

00:24:40.890 --> 00:24:55.740

Andrea Tillinghast: I really, I'm not in favor of opening in our temporary location due to the fact that it's already difficult enough to come back and reopen in this pandemic, but to rewrite another set of policies that are going to be for another temporary location.

283

00:24:58.350 --> 00:25:08.220

Andrea Tillinghast: I think I haven't even seen that location. So I'm not sure how to plan for quarantining and materials and contactless check out and flow.

284

00:25:09.810 --> 00:25:23.790

Andrea Tillinghast: Not to mention there's no air conditioning in these the classroom where we were going to set up temporary location when our only big concern was how can we keep library services during the carpeting project.

285

00:25:25.020 --> 00:25:35.430

Andrea Tillinghast: With this added too, have that it's not wise idea to open in a temporary location, if they are not done with the carpeting by June 15

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00:25:36.600 --> 00:25:41.970

Andrea Tillinghast: So, um, I don't know if this is something that you all want to vote on

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00:25:43.470 --> 00:25:52.050

Lisa Schaertl: I don't think it's necessary. I think you just do your, your draft reopening plan is just going to assume that we're going to follow these steps,

288

00:25:52.950 --> 00:26:10.500

Lisa Schaertl: when you can, in compliance with the governor's orders, and pending the carpet being ready for us. If the carpet is ready on time, your reopening plan should be fine. You and staff can return to the library if the carpets done, but there are so many things that could

289

00:26:10.500 --> 00:26:11.310

Lisa Schaertl: Change with the

290

00:26:11.340 --> 00:26:17.310



Lisa Schaertl: With the state of the reopening if our Covid cases start going up that date will change. So

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00:26:18.810 --> 00:26:29.130

Lisa Schaertl: I think we simply plan to reopen in the library, when the carpet is finished, and when the pandemic conditions allow it and follow your plan to do that.

Andrea Tillinghast: Okay.

Patricia Ayres: I agree

292

00:26:29.160 --> 00:26:30.270

Lisa Schaertl: And if the carpet is

293

00:26:30.270 --> 00:26:39.360

Lisa Schaertl: delayed by a week or two, then our opening, or bringing the staff in are our maybe delayed a week or two, but there are 100 other things that could delay or opening as well so

294

00:26:40.110 --> 00:26:48.270

Peggy: I agree with that, too. I know Andrea is still trying to even get personal protective equipment and some of that stuff is going to take time. Anyways, to get

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00:26:48.870 --> 00:26:53.220

Lisa Schaertl: Yeah. Yeah, it makes no sense to try to open in a temporary class room.

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00:26:54.120 --> 00:26:55.140

Andrea Tillinghast: I appreciate that.

297

00:26:57.360 --> 00:27:00.900

Andrea Tillinghast: Now if you've had a chance to look at that supplement to this report.

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00:27:02.760 --> 00:27:03.360

Andrea Tillinghast: I've got

299

00:27:07.500 --> 00:27:19.080

Andrea Tillinghast: I've got in the director's report for May 2020 the supplement is listing the various online virtual programs we've had the different post to Facebook. How many people were reached how much

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00:27:19.410 --> 00:27:28.680

Andrea Tillinghast: Engagement there was with the Facebook post and then the attendance at the actual program either doing the youth of the story time

301

00:27:29.190 --> 00:27:36.180

Andrea Tillinghast: Or attendance at the weekly book club so forth, the sit and knight sessions are mine.

302

00:27:37.290 --> 00:27:39.900

Andrea Tillinghast: So there's again some pretty incredible numbers.

303

00:27:41.160 --> 00:27:41.730

Lisa Schaertl: Excellent.

304

00:27:42.240 --> 00:27:51.060

Andrea Tillinghast: 20,796 people for the coronavirus hotline what was really interesting to me is the video of how to use overdrive.

305

00:27:54.690 --> 00:27:58.020

Andrea Tillinghast: 46,000 views of that video.

306

00:27:59.430 --> 00:28:00.690

Lisa Schaertl: Not just red jacket

307

00:28:01.500 --> 00:28:11.850

Andrea Tillinghast: No, those are probably views across PLS. marge miller's parade invite that got shared at several places on Facebook 2264

308

00:28:12.600 --> 00:28:13.170

Patricia Ayres: Wow.

309

00:28:13.470 --> 00:28:29.250

Andrea Tillinghast: With 517 engagements that sharing it or commenting. So, and then the video of it 573 views. So that's, that's pretty cool that people are still interacting at that level.

310

00:28:30.900 --> 00:28:31.740

Andrea Tillinghast: With our virtual stuff

311

00:28:32.880 --> 00:28:33.330

Andrea Tillinghast: But

312

00:28:34.410 --> 00:28:54.900

Andrea Tillinghast: Let's see, so I guess since I'm really about as far as the facilities part of my report this is probably the time to discuss the reopening plan, the director's plan I've put together the toolkit and the what probably 10 policies there which I still have two more to work on.

313

00:28:57.780 --> 00:29:04.620

Andrea Tillinghast: Now the reopening plan. I hope everyone had a chance to look at the draft that's in Drive.

314

00:29:06.960 --> 00:29:08.820

Andrea Tillinghast: With the Covid reopening docs.

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00:29:11.580 --> 00:29:16.770

Andrea Tillinghast: It's pretty straightforward. It's bare bones draft reopening plan and

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00:29:18.120 --> 00:29:28.200

Andrea Tillinghast: It addresses, you know, our priorities which is the health and wellness of library staff and patrons, communication, and then plan for future disruptions due to Covid 19

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00:29:29.430 --> 00:29:35.430

Andrea Tillinghast: Or whatever may occur because we all have heard that's sort of the anticipation

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00:29:37.860 --> 00:29:38.430

Andrea Tillinghast: Now,

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00:29:40.890 --> 00:29:41.700

Andrea Tillinghast: Step one.

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00:29:42.930 --> 00:29:58.650

Andrea Tillinghast: Is June 15 to reopen to the staff. And that'll be essentially for training and you see training listed in some of these other policies that I mentioned the quarantining of materials. The contactless check out

321

00:29:59.790 --> 00:30:01.380

Andrea Tillinghast: PPE, the

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00:30:01.500 --> 00:30:02.580

Andrea Tillinghast: Staff health

323

00:30:04.230 --> 00:30:06.630

Andrea Tillinghast: Checklist so

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00:30:07.980 --> 00:30:12.180

Andrea Tillinghast: That's why opening June 15 and then waiting until

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00:30:13.770 --> 00:30:17.850

Andrea Tillinghast: June 29 in step two, to bring

326

00:30:19.080 --> 00:30:21.420

Andrea Tillinghast: On sorry in step three.

327

00:30:21.780 --> 00:30:28.590

Andrea Tillinghast: June 30 to reopen modified services to the public that would be your curbside service.

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00:30:31.170 --> 00:30:40.560

Andrea Tillinghast: Delivery runs won't start for PLS until the end of July, July 31 so that really limits what services we can offer

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00:30:42.690 --> 00:30:55.260

Andrea Tillinghast: And then the plan continues from August 1 to the end of the year, and that is that step four, where you see it's sort of an anticipation of a second, wave.

330

00:30:56.040 --> 00:31:11.070

Andrea Tillinghast: Of Covid. So all of this plan was done in conjunction with the plan put forward by pioneer library system and that I believe, probably the majority of the other members are going to adapt this same plan for themselves.

331

00:31:14.610 --> 00:31:29.940

Andrea Tillinghast: The other things to look at will be the toolkit, the draft reopening toolkit which lists every plan and policy that is relating to the reopening

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00:31:33.030 --> 00:31:37.410

Andrea Tillinghast: PPE Policy, emergency closing policy, extended emergency closing

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00:31:41.370 --> 00:31:44.430

Andrea Tillinghast: And then talks about the supplies that we will need

334

00:31:45.270 --> 00:31:50.100

Andrea Tillinghast: I'm still waiting to hear information about the hand sanitizer from the school I

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00:31:50.130 --> 00:31:56.160

Andrea Tillinghast: Was told by Charlene that the school does not have enough in stock for them to

336

00:31:57.690 --> 00:32:00.810

Andrea Tillinghast: Fill of those dispensers throughout the summer.

337

00:32:01.920 --> 00:32:02.430

Andrea Tillinghast: So,

338

00:32:03.450 --> 00:32:12.630

Andrea Tillinghast: As soon as I can find out what type of refills those hand sanitizers take I'll order those along with the pumps to put at different contact points in the library.

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00:32:14.010 --> 00:32:29.040

Andrea Tillinghast: I've ordered the plexiglass counter guards and we'll be able to use them on our existing desk and the new desk. I prepared the flyers in the signage to use around library. And then you see some links that

340

00:32:30.360 --> 00:32:35.310

Andrea Tillinghast: That are related to this. OSHA guidelines, disinfecting your facility.

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00:32:36.720 --> 00:32:49.230

Andrea Tillinghast: The New York forward business reopening plan. But what I do want to mention is, I just got an email from Charlene this afternoon. I don't know if anyone else had a chance to read it and

Patricia Ayres: I did

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00:32:49.260 --> 00:32:53.520

Andrea Tillinghast: I had asked about the amount of

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00:32:55.050 --> 00:32:56.550

Andrea Tillinghast: The cleaning because

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00:32:57.600 --> 00:33:05.790

Andrea Tillinghast: The new York forward plan for business reopening, which includes us, talks about daily disinfecting

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00:33:06.660 --> 00:33:20.880

Andrea Tillinghast: Which I thought would still be done by the school, but the email from Charlene today indicates that that isn't possible for them. They don't have enough staff and they, they don't have. They just, they can't do it.

346

00:33:22.290 --> 00:33:23.040

Andrea Tillinghast: So,

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00:33:24.900 --> 00:33:31.110

Andrea Tillinghast: Charlene is asking us, if my staff would be able to do the daily cleaning, which

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00:33:32.610 --> 00:33:37.410

Andrea Tillinghast: might not seem that big of a deal, but we don't have any of the equipment for such a thing.

349

00:33:38.100 --> 00:33:41.700

Andrea Tillinghast: It's not as though I have a stockpile of cleaning supplies or

350

00:33:43.740 --> 00:33:44.880

Patricia Ayres: Place to store them.

351

00:33:45.090 --> 00:33:56.670

Andrea Tillinghast: A place to store them. We do have a vacuum, but it's not a vacuum would use me. It's not the industrial ones in libraries that you would need. So I just got this information.

352

00:33:59.670 --> 00:34:16.320

Lisa Schaertl: So when we after we get the budget passed or failed and we're looking at how we're going to pay for things I think that we just have to start figuring out how we're going to work with a staff and hiring managed cleaning, it that's just gonna have to be worked out is that something the

353

00:34:16.860 --> 00:34:26.670

Lisa Schaertl: Facilities Committee can help you with?

Patricia Ayres: yes.

Lisa Schaertl: I mean, because if Charlene doesn't have cleaning staff. We can't really rely on them.

354

00:34:27.930 --> 00:34:32.310

Lisa Schaertl: We can certainly go out and try to help promote people to work for the school.

355

00:34:34.230 --> 00:34:41.700

Andrea Tillinghast: That I didn't even write the policies they talk about cleaning of the facility because I thought that we'd still be proceeding

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00:34:42.510 --> 00:34:46.590

Andrea Tillinghast: in the way we've been proceeding with the school janitor staff cleaning

357

00:34:47.910 --> 00:34:51.990

Andrea Tillinghast: And they would just need to step it up to daily instead of every two, three days.

358

00:34:52.740 --> 00:34:55.110

Lisa Schaertl: So I'm not sure it can be solved in this meeting, but it's ....

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00:34:55.110 --> 00:34:55.740

Andrea Tillinghast: No, yeah.

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00:34:55.830 --> 00:34:57.540

Andrea Tillinghast: No, I'm just making you aware

361

00:34:57.750 --> 00:35:00.540

Andrea Tillinghast: Of my concern that what's going to happen to us. Yeah.

362

00:35:00.600 --> 00:35:05.070

Andrea Tillinghast: Yeah, so you can know that it's possible unanticipated further expense.

363

00:35:06.390 --> 00:35:19.800

Andrea Tillinghast: And also, I don't have policies prepared for that yet. OK. So now everything would be in place for us to open June 15 right now because I have to write that policy and I have to figure that out. So just stay tuned.

364

00:35:22.800 --> 00:35:27.390

Andrea Tillinghast: So the reopening plan and the reopening plan toolkit there.

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00:35:29.700 --> 00:35:40.470

Andrea Tillinghast: And you've got, you know, our community health policy which we've already got adopted. Peggy and I have been working on revision of the disaster plan.

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00:35:41.520 --> 00:35:48.930

Andrea Tillinghast: which incorporates some new elements into our existing plan, which was what 58 pages long.

367

00:35:49.440 --> 00:35:49.890

Patricia Ayres: Yep.

368

00:35:51.540 --> 00:35:54.510

Andrea Tillinghast: And then there's employee health screening

369

00:35:57.360 --> 00:35:59.340

Andrea Tillinghast: Pandemic illness. I'm not sure.

370

00:36:00.450 --> 00:36:04.110

Andrea Tillinghast: If anyone wants to discuss any of these in particular.

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00:36:05.340 --> 00:36:09.420

Lisa Schaertl: I think the best thing to do is if someone has a specific question for Andrea, you can ask it.

372

00:36:09.420 --> 00:36:22.440

Lisa Schaertl: Now, but the best thing is to use drive, comment on the forms, ask questions. I think everybody knows how to do that. And the policy committee has a planned meeting on June 9

373

00:36:23.370 --> 00:36:24.000

Lisa Schaertl: Where I

374

00:36:24.480 --> 00:36:35.400

Lisa Schaertl: expect we can review all of those comments and input and and coordinate all of those into the to create the final documents preparing for them to be approved at our June.

375

00:36:36.240 --> 00:36:36.750

Lisa Schaertl: Board meeting.

376

00:36:36.780 --> 00:36:41.700

Andrea Tillinghast: They might need to reschedule that meeting, because that is the night where the votes will be counted

377

00:36:42.330 --> 00:36:42.720

Patricia Ayres: Right.

378

00:36:44.580 --> 00:36:45.570

Patricia Ayres: There is a conflict.

379

00:36:45.750 --> 00:36:59.880

Lisa Schaertl: So we will plan to do a meeting, somewhere around the 9th and finalize all these so before June 9 all trustees, please review and comment on these policies and if you have any questions, note them. If you have any comments note them and we'll

380

00:37:00.750 --> 00:37:05.100

Lisa Schaertl: Collect all of those comments and create a final for your approval at the next board meeting.

381

00:37:06.000 --> 00:37:06.720

Randall Ott: Now, Andrea,

382

00:37:06.930 --> 00:37:14.100

Randall Ott: June 15 will be the day of our next board meeting, will you want those



383

00:37:15.570 --> 00:37:18.840

Randall Ott: I mean that the 15 to the, the earliest date we could reopen right

384

00:37:19.740 --> 00:37:26.760

Andrea Tillinghast: Yeah, that's the anticipated opening for staff, if we have to delay it a day because you have a board meeting on the 15th.

385

00:37:26.820 --> 00:37:27.210

Andrea Tillinghast: Then

386

00:37:28.380 --> 00:37:29.640

Andrea Tillinghast: I think we would have to do that.

387

00:37:32.910 --> 00:37:33.360

Lisa Schaertl: I think that

388

00:37:33.780 --> 00:37:35.850

Andrea Tillinghast: The staff could come back in on the 16th.

389

00:37:35.940 --> 00:37:39.960

Lisa Schaertl: Yeah, I don't think we need a Special Board Meeting for it. I think we can work on that timeline.

390

00:37:41.550 --> 00:37:42.240

Andrea Tillinghast: Mm Hm. So,

391

00:37:43.470 --> 00:37:55.440

Andrea Tillinghast: I did hear from Nancy our person at Creative library concepts about furniture, the desk and the computer stations. Thank God we ordered those with the privacy screens that are plexiglass

392

00:37:57.510 --> 00:38:04.680

Andrea Tillinghast: So she said that the manufacturing is started up and she expected delivery around July 3

393

00:38:07.530 --> 00:38:15.450

Andrea Tillinghast: You know, we'll have to see how these things all play out. I can't tell you exactly what you just put best laid plans, which I assume will be disrupted.

394

00:38:15.990 --> 00:38:17.550

Lisa Schaertl: Exactly.

395

00:38:18.240 --> 00:38:21.090

Lisa Schaertl: So, so I think yeah just everybody please look at those documents.

396

00:38:22.230 --> 00:38:24.030

Andrea Tillinghast: Yeah I would really appreciate the

397

00:38:24.030 --> 00:38:24.540

Andrea Tillinghast: Feedback.

398

00:38:26.070 --> 00:38:30.450

Lisa Schaertl: Will Policy Committee will meet in will finalize them for approval next month.

399

00:38:31.530 --> 00:38:32.160

Andrea Tillinghast: And then

400

00:38:33.660 --> 00:38:52.650

Andrea Tillinghast: Now the vote will be counted on June 9 at 5pm in high school auditorium. They need two volunteers to count those votes and certify those votes. It cannot be a trustee or a staff person. We've had the friends do it.

401

00:38:54.660 --> 00:38:55.800

Andrea Tillinghast: in the past so

402

00:38:56.880 --> 00:38:59.400

Patricia Ayres: We'll the Friends would probably do that, I have somebody in mind.

403

00:39:01.320 --> 00:39:07.380

Roxie.O'Brien: Kim Brown said they need to be particular very particular about them, they're going to do them at the same time.

404

00:39:07.830 --> 00:39:08.340

Roxie.O'Brien: As

405

00:39:08.730 --> 00:39:11.700

Roxie.O'Brien: The school ones where they have to x them and count,

406

00:39:11.730 --> 00:39:16.710

Roxie.O'Brien: So she's really wants to make sure we're gonna have our t's crossed.

407

00:39:16.740 --> 00:39:17.130

Patricia Ayres: Okay.

408

00:39:17.160 --> 00:39:18.600

Patricia Ayres: I've got a couple people in mind.

409

00:39:20.460 --> 00:39:25.410

Andrea Tillinghast: Yeah, I think that she did mention they have to be eligible voters from the school district.

410

00:39:26.580 --> 00:39:27.330

Patricia Ayres: Yes, right.

411

00:39:27.360 --> 00:39:27.960

Patricia Ayres: Understand

412

00:39:28.320 --> 00:39:29.190

Andrea Tillinghast: So that's normal.

413

00:39:31.260 --> 00:39:39.330

Andrea Tillinghast: Really, all I have for you. There's, there's a lot that's been going on behind the scenes, but

414

00:39:41.550 --> 00:39:42.780

Andrea Tillinghast: Are there any other questions.

415

00:39:43.080 --> 00:39:44.250

Lisa Schaertl: Very grateful to you for that.

Andrea Tillinghast: Thanks.

416

00:39:44.700 --> 00:39:48.780

Randall Ott: Oh, that's a lot of lot of things you put in place Andrea

417

00:39:48.840 --> 00:39:50.610

Randall Ott: Really appreciate that

418

00:39:50.640 --> 00:39:52.380

Peggy: You did a real good job on them all

419

00:39:52.740 --> 00:39:59.370

Andrea Tillinghast: The screening checklist that you see there is probably not the one we're actually going to use

420

00:40:00.840 --> 00:40:05.550

Andrea Tillinghast: I'm looking at changing it to Google form that people would fill out before they came to the library.

421

00:40:05.970 --> 00:40:06.780

Patricia Ayres: Good idea.

422

00:40:07.140 --> 00:40:11.370

Andrea Tillinghast: Just under direction from Ron at pls that's what he recommended

423

00:40:14.220 --> 00:40:17.010

Andrea Tillinghast: I've also got to develop the plan for contact tracing

424

00:40:18.030 --> 00:40:18.450

Andrea Tillinghast: So that

425

00:40:18.960 --> 00:40:20.160

Andrea Tillinghast: there's a policy. I'll put it in there.

426

00:40:22.530 --> 00:40:24.420

Patricia Ayres: Do they have templates for that or

427

00:40:24.660 --> 00:40:28.140

Andrea Tillinghast: Yeah they do. Maybe, yeah, you know, modify them for us.

428

00:40:28.620 --> 00:40:29.340

Patricia Ayres: Sure, good.

429

00:40:29.820 --> 00:40:39.990

Andrea Tillinghast: I asked Charlene the superintendent. Did she want to see some of these things. And she said that she does. And I would if it was my building and somebody else.

430

00:40:40.140 --> 00:40:41.640

Patricia Ayres: Yeah, right.

431

00:40:42.180 --> 00:40:42.780

Andrea Tillinghast: So,

432

00:40:44.160 --> 00:40:47.610

Andrea Tillinghast: I'll submit these to her to once we've got them approved.

433

00:40:50.760 --> 00:40:55.200

Lisa Schaertl: Okay. The final thing in this folder that I wanted to look at is we presented this

434

00:40:56.190 --> 00:41:05.460

Lisa Schaertl: At our last board meeting a continuity plan in the event of the directors unexpected severe illness or death. So having looked at all that Andrew is doing, you think, Oh my God, what will we do if Andrea got sick.

435

00:41:06.510 --> 00:41:18.510

Lisa Schaertl: So this policy. Everybody's had a chance to look at and review and I'm thinking that this is not really a policy, but rather a procedure. We have some procedures for hiring directors, we have some procedures for doing performance reviews.

436

00:41:19.290 --> 00:41:32.160

Lisa Schaertl: They're not necessarily policies that the public needs to see and share. So I would like to ask the Board to approve this as a procedure and then I can start a folder on Drive for procedures and start collecting all of these

437

00:41:32.160 --> 00:41:52.170

Lisa Schaertl: Kind of things. So this is what the board would go through if something were to happen to Andrea that we needed to run the library without her. Some of its familiar - temporary division of director's duties, other is specific to COVID it so will be hopefully not be applicable forever.

438

00:41:54.570 --> 00:41:59.190

Lisa Schaertl: So I made a few comments as to the things that I would change. And I do need the,

439

00:41:59.700 --> 00:42:09.240

Lisa Schaertl: this procedure says the board president has access to a file containing all pertinent usernames and passwords, which I do need Andrea, I need to figure out how to get that from you. I don't have the current one.

440

00:42:09.750 --> 00:42:15.420

Lisa Schaertl: Okay, well, I would like to ask the Board to approve this with

441

00:42:16.590 --> 00:42:17.970

Lisa Schaertl: changes.

442

00:42:18.720 --> 00:42:20.130

Randall Ott: With the modification suggested

443

00:42:20.130 --> 00:42:21.690

Lisa Schaertl: With the modifications suggested. Yeah.

444

00:42:22.110 --> 00:42:22.590

Randall Ott: I'll move

445

00:42:23.040 --> 00:42:32.730

Lisa Schaertl: So we have a motion from Randy to approve the pol, the procedure, the continuity plan in the event of the directors unexpected severe illness or death.

446

00:42:34.050 --> 00:42:38.970

Lisa Schaertl: With changes as indicated. All in favor.

447

00:42:39.660 --> 00:42:40.440

Jessica O (and others): Aye. Aye.

448

00:42:40.980 --> 00:42:41.760

Lisa Schaertl: Any opposed.

449

00:42:42.990 --> 00:42:44.460

Lisa Schaertl: So motion carries. Thank you.

450

00:42:46.530 --> 00:42:51.930

Lisa Schaertl: Now that procedure's approved and I will finalize the file.

451

00:42:53.460 --> 00:43:03.480

Lisa Schaertl: Okay. And we've covered the facility update, which was on the agenda here. Is there anything else. Questions for Andrea, in conjunction with the director's report section of this meeting.

452

00:43:06.510 --> 00:43:07.650

Lisa Schaertl: Okay, thank you.

453

00:43:10.410 --> 00:43:12.480

Lisa Schaertl: So we'll move on to

454

00:43:15.330 --> 00:43:22.620

Lisa Schaertl: Finance and audit committee. Update on the public hearing and the budget vote and any comment on the vote documents and

455

00:43:22.620 --> 00:43:23.340

Communication.

456

00:43:31.050 --> 00:43:33.300

Lisa Schaertl: Randy, do you have anything to report on the Finance Committee.

457

00:43:33.780 --> 00:43:42.000

Randall Ott: Well, if you open that folder. There's just a, we do have a flyer ready to go out that Lisa started, which is very nice. I think

458

00:43:43.260 --> 00:43:48.240

Randall Ott: Just to advertise information prior to the public meeting.

459

00:43:49.290 --> 00:43:50.040

Randall Ott: And what

460

00:43:51.480 --> 00:44:08.550

Randall Ott: We don't know exactly, is the actual tax rate but Kim Brown, the clerk of the Board of Education has given us an estimate as to what the tax rate would be so that information is included here.

461

00:44:10.680 --> 00:44:21.390

Lisa Schaertl: So I am used all... I put all this information on the public website so that it would be there in advance of the of the public information session and the ballots going out.

462

00:44:21.810 --> 00:44:30.900

Lisa Schaertl: But I didn't include this section about what "will you pay" because I don't really know what the correct numbers are nor do I know how to figure them out so

463

00:44:31.590 --> 00:44:43.440

Lisa Schaertl: If we wanted to do a specific. What will you pay, it's going to be different for some of the towns versus some of the villages and I don't really know how to fill out this detail so

464

00:44:44.280 --> 00:44:51.060

Andrea Tillinghast: So if, if I'm recalling correctly from the past, they always based it on prior years

465

00:44:51.750 --> 00:45:01.260

Andrea Tillinghast: Total assessed valuation until they get the actual new numbers, which always comes after the vote. So we're always basing on the previous year's total assessed valuation and

466

00:45:02.190 --> 00:45:17.430

Andrea Tillinghast: They're, they're always were different rates for the two villages and the town, you know, Hopewell and Manchester. So when I created these flyers in the past I took a median number

467

00:45:17.730 --> 00:45:18.960

Andrea Tillinghast: Okay, between the two.

468

00:45:19.140 --> 00:45:23.040

Lisa Schaertl: So right yeah so I put approximately or median so

469

00:45:25.590 --> 00:45:30.120

Lisa Schaertl: Yeah, I feel like I should know how to do this, but I just don't, I don't have any confidence.

470

00:45:30.300 --> 00:45:32.040

Randall Ott: There's no way to do it until the

471

00:45:32.280 --> 00:45:32.910

Randall Ott: County.

472

00:45:34.620 --> 00:45:38.820

Randall Ott: assessors process, whatever that is actually updates those numbers.

473

00:45:39.120 --> 00:45:43.230

Lisa Schaertl: But even for us last year's numbers as Andrea suggested, I'm still not sure how to do it. So,

474

00:45:43.230 --> 00:45:48.210

Randall Ott: Well, just do it for \$100,000 because it's exactly that per thousand. So if it's

475

00:45:49.830 --> 00:45:55.230

Randall Ott: And don't put in the other put in the other property values just

476

00:45:55.470 --> 00:45:59.160

Lisa Schaertl: So it's the tax rate that I need to get right, that I'm not sure I've gotten right

477

00:45:59.460 --> 00:46:01.230

Randall Ott: So if the tax rate 83

478

00:46:02.370 --> 00:46:05.910

Randall Ott: cents per thousand than 100,000 would be 83 three like you have it.

479



00:46:05.910 --> 00:46:18.330

Lisa Schaertl: Yes, but I'm not sure if 83 is correct is what I'm saying. I got 71 from my own tax bill last year, and I'm not, and I got the three by just multiplying 71 by our percent increase, and I'm not sure that's

480

00:46:18.420 --> 00:46:20.550

Randall Ott: No, we need to take Kim Brown's number.

481

00:46:21.030 --> 00:46:26.310

Andrea Tillinghast: Okay, yeah, whatever that number was. She gave us with the the breakdown,

482

00:46:26.640 --> 00:46:27.780

Randall Ott: I think it was 75 and 83

483

00:46:27.780 --> 00:46:30.000

Lisa Schaertl: OK

484

00:46:30.000 --> 00:46:31.620

Andrea Tillinghast: 75 and 85, 85 I think

485

00:46:32.040 --> 00:46:32.460

Lisa Schaertl: Okay.

486

00:46:32.790 --> 00:46:41.760

Andrea Tillinghast: And just base it on \$100,000 home. Even though a home here is worth. I want to say it's like \$46,000 I think because the number of mobile homes.

487

00:46:45.090 --> 00:46:46.380

Andrea Tillinghast: Yeah, well, the last

488

00:46:46.800 --> 00:46:48.450

Andrea Tillinghast: before my interview.

489

00:46:48.720 --> 00:46:54.660

Lisa Schaertl: What I don't know is, is what was last year's tax rate. I know it was on my bill, but what was the range of last year's tax rate.

490

00:46:55.740 --> 00:47:03.660

Randall Ott: 64 cents for I believe Farmington, 68 cents for Hopewell and

491

00:47:04.950 --> 00:47:05.760

Randall Ott: 71 I think

492

00:47:06.120 --> 00:47:07.410

Lisa Schaertl: Mine was 71

493

00:47:07.470 --> 00:47:08.820

Lisa Schaertl: And I'm town of Manchester.

494

00:47:08.910 --> 00:47:12.000

Lisa Schaertl: Okay so 64 to 71

495

00:47:12.660 --> 00:47:13.530

Randall Ott: Last year, yes.

496

00:47:13.560 --> 00:47:17.010

Lisa Schaertl: Last year, and it's going to be 75 to 85 this year. Okay. Got it. Thank you.

497

00:47:17.130 --> 00:47:22.530

Randall Ott: It's just, it's the same amount. It's just, it's just because they have different

498

00:47:23.820 --> 00:47:25.590

Randall Ott: Levels of assessment so

499

00:47:26.760 --> 00:47:35.970

Randall Ott: Manchester's was only like 90% or 95% assessed, therefore it has a higher number

500

00:47:36.390 --> 00:47:39.960

Randall Ott: Farmington was fully assessed therefore theirs was the lower number

501

00:47:40.290 --> 00:47:41.730

Lisa Schaertl: Is that what equalization is

502

00:47:41.790 --> 00:47:44.280

Randall Ott: That's what the equalization rate does.

503

00:47:44.790 --> 00:47:47.820

Lisa Schaertl: Okay. Good. I think I understand that. Any other comments on this.

504

00:47:47.850 --> 00:47:48.300

Andrea Tillinghast: Looks nice.

505

00:47:49.320 --> 00:47:59.160

Lisa Schaertl: Thank you. And then on the back are the bios for all of the candidates as they provided them to us for the for the board. So.

506

00:48:00.210 --> 00:48:06.240

Lisa Schaertl: Very good. I will finish this document and post it on the public website. As I said, there's currently already some

507

00:48:06.720 --> 00:48:21.450

Lisa Schaertl: This basic information is up there, minus the, what will you pay. I tried to include what you get for your money just based on some estimates of how much things would cost at audible or buying stuff. So try and give people a sense of the value

508

00:48:23.310 --> 00:48:33.120

Lisa Schaertl: All right, any other questions on or comments on the budget, the budget vote is June 9 and we already talked about them looking for friends to volunteer to help count.

509

00:48:33.840 --> 00:48:52.380

Lisa Schaertl: The public hearing is June 1 the links to the public hearing are on the public website and on our trustee calendar so I'll be there, finance committee should probably be there. The candidates are welcome to be there to answer any questions that we might get from the public.

510

00:48:55.650 --> 00:49:08.460

Lisa Schaertl: Okay. One final thing I wanted to mention is, I think, at our last meeting I said that the vote wording wouldn't include the increase and I was wrong about that. But here's the vote wording and as it's going to appear on the ballot.

511

00:49:15.720 --> 00:49:16.080

Lisa Schaertl: Okay?

512

00:49:19.800 --> 00:49:24.210

Lisa Schaertl: And finally, I did do a communications plan, just to

513

00:49:25.440 --> 00:49:27.030

Lisa Schaertl: To coordinate with Christine

514

00:49:28.260 --> 00:49:33.960

Lisa Schaertl: About what to go into the patron newsletter and when, so

515

00:49:35.580 --> 00:49:43.770

Lisa Schaertl: On Sundays newsletter the 17<sup>th</sup>, She did publicize this meeting and a link to the budget info on the website.

516

00:49:44.250 --> 00:49:55.920

Lisa Schaertl: And in next week's newsletter. She's going to share our annual report and promote the budget information session, etc. So you can kind of see the calendar of how we're getting the word out by the

517

00:49:58.500 --> 00:50:03.480

Lisa Schaertl: By the newsletter. Okay. Any more questions about the finance and audit.

518

00:50:07.560 --> 00:50:16.650

Lisa Schaertl: Policy meeting I put the next meeting is June 9 it's actually Monday, June 8, the link to the online meeting is in the trustee Google calendar.

519

00:50:19.530 --> 00:50:24.930

Lisa Schaertl: Have nothing else on policy because Andrea has been drafting them like crazy and we're just going to review them.

520

00:50:26.670 --> 00:50:29.670

Lisa Schaertl: Facilities. I don't think Pat has a report because

521

00:50:30.330 --> 00:50:34.440

Lisa Schaertl: it was done by the director.

Patricia Ayres: Nope.

Lisa Schaertl: Okay. Jill, do you have a personnel report?

522

00:50:34.530 --> 00:50:35.040

Jill Persson: Yeah.

523

00:50:35.430 --> 00:50:38.190

Jill Persson: I put it in the meeting documents, I'm

524

00:50:52.050 --> 00:50:56.460

Lisa Schaertl: OK, this personnel report on any highlights – any questions?

525

00:50:56.910 --> 00:51:07.290

Jill Persson: brief highlights: We've updated the performance appraisal. I did not get any comments back so Andrea, I will get that out to you today.

526

00:51:09.600 --> 00:51:14.340

Jill Persson: I'll email you a copy, so that you can work from it and

527

00:51:16.320 --> 00:51:18.180

Jill Persson: We developed a

528

00:51:20.310 --> 00:51:27.540

Jill Persson: checklist for onboarding for the treasure. So Jan, I'll be touching base with you to just check in with you and see how things are going.

529

00:51:27.660 --> 00:51:29.820

Jan Boor: Okay, good. Sounds good.

530

00:51:30.420 --> 00:51:38.880

Jill Persson: Okay, and then Andrea and I briefly discussed postponing the performance appraisals until we could do them in person, as opposed to zoom

531

00:51:39.510 --> 00:51:43.740

Jill Persson: Um, she felt that that was a better approach and I agree with her.

532

00:51:45.360 --> 00:51:50.670

Lisa Schaertl: Okay. And if the opening gets pushed beyond the end of June for any reason...

533

00:51:50.670 --> 00:51:53.370

Jill Persson: We will revisit that. Yes.

534

00:51:53.430 --> 00:51:53.760

Jill Persson: we will revisit that.

535

00:51:55.590 --> 00:51:57.990

Lisa Schaertl: Okay, any other questions.

536

00:51:59.790 --> 00:52:00.210

Lisa Schaertl: All right.

537

00:52:02.550 --> 00:52:09.570

Lisa Schaertl: long range plan. No report, as we've talked before I've we wanted to start long range planning in September and

538

00:52:10.740 --> 00:52:25.140

Lisa Schaertl: I think we're just going to have to wait and see. It's kind of hard to do long range planning when things are changing so fast. But on the other hand, maybe that's a good time to do long range planning with the new reality of a pandemic. So revisit in September.

539

00:52:28.260 --> 00:52:32.010

Lisa Schaertl: Nominations nothing. unfinished business. None.

540

00:52:33.270 --> 00:52:40.530

Jill Persson: Wait, wait, wait. Lisa, there's a comment. It says, What about officer nominations, in the in the zoom chat.

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00:52:40.590 --> 00:52:45.180

Lisa Schaertl: We do that at our June meeting according to my

542

00:52:45.690 --> 00:52:46.530

Jill Persson: Yes, you're right.

543

00:52:46.650 --> 00:52:49.440

Lisa Schaertl: Yeah okay your responsibilities by month

544

00:52:50.130 --> 00:52:50.460

Patricia Ayres: Yeah.

545

00:52:50.580 --> 00:52:52.020

Patricia Ayres: You have a slate and then we vote in July.

546

00:52:52.110 --> 00:52:58.410

Jill Persson: people should start thinking about those officer positions.

547

00:52:59.070 --> 00:52:59.520

Patricia Ayres: Yes.

548

00:53:00.690 --> 00:53:03.390

Andrea Tillinghast: We won't have Roxie to do the nominating

549

00:53:03.810 --> 00:53:04.140

Jill Persson: I know

550

00:53:06.210 --> 00:53:06.720

Roxie.O'Brien: Sorry.

551

00:53:09.150 --> 00:53:10.980

Lisa Schaertl: Yes, thank you. Okay, anything else.

552

00:53:12.390 --> 00:53:12.690

Lisa Schaertl: Okay.

553

00:53:13.980 --> 00:53:25.890

Lisa Schaertl: New Business approval of the 2019 report to the community. It's been in the folder for a little bit, the annual report to the community based on the numbers entered in the

554

00:53:26.940 --> 00:53:28.290

Lisa Schaertl: Which report was it that you... the state...

555

00:53:28.740 --> 00:53:30.870

Andrea Tillinghast: annual report for the Department of Ed.

556

00:53:31.350 --> 00:53:36.570

Lisa Schaertl: Right, so write up a little. I wrote up a little summary of some of the highlights of 2019

557

00:53:39.150 --> 00:53:46.920

Lisa Schaertl: The first time I looked at this, I think it was a little confusing that the report shows our 2019-2020 budget with which we're operating on right now.

558

00:53:47.220 --> 00:53:54.090

Lisa Schaertl: And it shows the calendar year 2019 programs and services. That's the way things get reported. So that's what those numbers are

559

00:53:54.930 --> 00:54:10.350

Lisa Schaertl: And then a letter from Andrea, which is kind of the current situation, and the value provided, which is I showed you there's a calculator that we use that we adapted from the American Library Association that show it says

560

00:54:12.150 --> 00:54:24.390

Lisa Schaertl: Meeting Room use and hours at a certain number, an estimated dollars per hour. So that's worth 3900. So I came up with a total value of over 400,000 so

561

00:54:26.610 --> 00:54:29.730

Lisa Schaertl: Any comments on this comments or questions?

562

00:54:30.060 --> 00:54:30.990

Jill Persson: looks very nice.

563

00:54:31.200 --> 00:54:32.430

Patricia Ayres: Nice job. Yes.

564

00:54:32.520 --> 00:54:35.250

Lisa Schaertl: Mm hmm. Great. So can I have a motion to approve.

565

00:54:35.820 --> 00:54:36.510

Patricia Ayres: So moved

566

00:54:37.230 --> 00:54:37.560

Lisa Schaertl: Okay.

567

00:54:38.610 --> 00:54:39.090

Lisa Schaertl: Pat Ayres

568

00:54:39.120 --> 00:54:40.530

Lisa Schaertl: Moves to approve the

569

00:54:41.670 --> 00:54:43.980

Lisa Schaertl: 2019 Annual Report to the community. All in favor.

570

00:54:44.490 --> 00:54:45.780

Jill Persson and others: Aye. Aye.

571

00:54:46.050 --> 00:54:46.770

Lisa Schaertl: Any opposed.

572

00:54:47.880 --> 00:54:51.240

Lisa Schaertl: Motion carries. Thank you. I'll publish that on the website.

573

00:54:52.530 --> 00:55:01.170

Lisa Schaertl: On correspondence and communications I included a couple bits of correspondence in here just to let you know I did send as I discussed

574

00:55:02.010 --> 00:55:15.090



Lisa Schaertl: To the superintendent for them being so accommodating with including us in the absentee ballot and I sent an email to the trustee candidates inviting them to join this meeting and the history of the red jacket community library, and the budget information session.

575

00:55:18.390 --> 00:55:19.650

Lisa Schaertl: Okay, um,

576

00:55:22.590 --> 00:55:23.190

Lisa Schaertl: I think I'm

577

00:55:24.270 --> 00:55:35.370

Lisa Schaertl: I'm looking for advice from the board. Do you want to adjourn the meeting and then have a Q&A session with the candidates or do you want to just carry on with the Q&A session that's a part of the official meeting and recorded?

578

00:55:36.270 --> 00:55:39.810

Jill Persson: I'd like to make a motion to adjourn the meeting and do the Q&A separately.

579

00:55:39.990 --> 00:55:40.980

Lisa Schaertl: We have a motion,

580

00:55:41.460 --> 00:55:42.720

Peggy: I agree.

581

00:55:43.500 --> 00:55:46.050

Patricia Ayres: Right. It's eight o'clock. Yes.

582

00:55:46.500 --> 00:55:52.860

Lisa Schaertl: So I adjourn the meeting at eight o'clock, and I'm going to end the recording. The next meeting will be June 15 Monday, June 15 at

583

00:55:53.280 --> 00:55:53.970

Lisa Schaertl: 7pm.

584

00:55:54.000 --> 00:56:05.820

Lisa Schaertl: Location to be announced. The governor has extended the executive order that allows us to meet online through June 7 so I'm not sure what the order will have us do

585

00:56:06.090 --> 00:56:06.840

Lisa Schaertl: but we'll find out.

586

00:56:08.310 --> 00:56:14.910

Lisa Schaertl: Alright, thank you everybody. And if the trustees wouldn't mind staying on I will stop recording and unmute you so we can have a chat.