

TRANSCRIPT of the June 15, 2020 Regular Meeting of the Red Jacket Community Library Board of Trustees

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00:00:03.840 --> 00:00:05.190

Lisa Schaertl: Alright, so the meeting is called to order at 7:02 pm.

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00:00:07.740 --> 00:00:22.440

Lisa Schaertl: This meeting is taking place remotely via video conference in accordance with the governor's executive order 202.34 extending emergency adjustments to the Open Meetings law in response

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00:00:23.580 --> 00:00:24.180

Lisa Schaertl: to the

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00:00:24.390 --> 00:00:39.000

Lisa Schaertl: COVID-19 pandemic going on. 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. A transcript of the meeting will be posted on the library website.

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00:00:39.300 --> 00:00:39.750

Lisa Schaertl: In addition

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00:00:40.050 --> 00:00:40.590

to the minutes.

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00:00:41.700 --> 00:00:42.780

Lisa Schaertl: Peggy, can you hear us?

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00:00:42.900 --> 00:00:43.800

Peggy: Start video

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00:00:47.460 --> 00:00:48.210

Peggy: Yes, yes I

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00:00:53.370 --> 00:00:54.090

Peggy: Can yes

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00:01:13.980 --> 00:01:23.280

Lisa Schaertl: I will pause recording while we figure out everybody's audio and video. Hold on...  
All right I'm going to resume recording because it seems like we have audio working for everybody now.

12

00:01:23.370 --> 00:01:26.550

Peggy: All right. Yeah, I was getting kind of nervous.

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00:01:27.180 --> 00:01:28.500

Lisa Schaertl: We weren't going anywhere without you, Peggy.

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00:01:29.550 --> 00:01:36.060

Peggy: I was like... and then I did a test and all of a sudden it worked. I don't know if somebody else did something or what. Okay.

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00:01:37.890 --> 00:01:40.920

Lisa Schaertl: And Patsy, I just muted you because I could still hear some background noise.

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00:01:42.090 --> 00:01:43.110

Lisa Schaertl: Alright, so

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00:01:44.250 --> 00:01:50.970

Lisa Schaertl: Again, Peggy I just - when you couldn't hear us - I just read the announcement from the agenda, about the meeting taking place remotely and you're familiar with that.

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00:01:52.290 --> 00:01:54.030

Lisa Schaertl: Okay, um,

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00:01:55.590 --> 00:01:58.800

Lisa Schaertl: And we'll admit Jessica. Yay, so we have everybody

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00:02:01.110 --> 00:02:06.000

Lisa Schaertl: Okay. So we welcome public comments at this time in accordance with our public comment policy.

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00:02:07.590 --> 00:02:12.120

Lisa Schaertl: If. Does anyone have any public comments? I'll unmute Patsy for a second.

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00:02:13.410 --> 00:02:14.610

Lisa Schaertl: Are there any public comments?

23

00:02:18.150 --> 00:02:31.410

Lisa Schaertl: Okay, hearing none, we'll move on the second announcement is that, as I think all of you know the budget vote and the trustee election were extended to June 16 so tomorrow, we're really looking forward to finding out what the results were.

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00:02:32.070 --> 00:02:35.520

Lisa Schaertl: I have invited all the trustee candidates to join us tonight.

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00:02:37.290 --> 00:02:42.900

Lisa Schaertl: Moving on to approval of minutes. The minutes were posted on the drive for everyone's review. Can we have...

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00:02:46.740 --> 00:02:47.940

Patricia Ayres: I move that the

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00:02:48.060 --> 00:02:49.620

Patricia Ayres: minutes be

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00:02:52.020 --> 00:02:53.490

Patricia Ayres: approved as written.

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00:02:55.770 --> 00:02:59.670

Lisa Schaertl: We do have one correction to the spelling of Neng Marquez' name.

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00:03:03.240 --> 00:03:04.680

Lisa Schaertl: Would you like to amend your motion.

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00:03:05.700 --> 00:03:06.090

Patricia Ayres: Sure.

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00:03:07.950 --> 00:03:08.760

Patricia Ayres: as corrected.

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00:03:09.240 --> 00:03:13.890

Lisa Schaertl: So we have a motion from Pat Ayres to approve the minutes as corrected. All in favor?

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00:03:14.730 --> 00:03:16.140

Jill Persson (and others): Aye. Aye.

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00:03:16.560 --> 00:03:17.460

Lisa Schaertl: Opposed?

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00:03:19.500 --> 00:03:20.880

Lisa Schaertl: Hearing none, the minutes are approved.

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00:03:22.320 --> 00:03:27.600

Lisa Schaertl: Financial Reports and approval of expenditures, I would like to start with the claims reviewer report.

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00:03:29.790 --> 00:03:31.140

Randy: Oh, yes.

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00:03:32.970 --> 00:03:35.580

Randy: So there's a few things with the claims audit.

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00:03:38.400 --> 00:03:41.370

Randy: It was a very easy one and

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00:03:42.930 --> 00:03:50.820

Randy: So there's only a few claims this month. Expenses are right, very low and most of those were for

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00:03:52.440 --> 00:04:04.380

Randy: things to get ready for the opening, like PPE, hand sanitizer, and that type of thing. So there's unpaid claims for \$335.28.

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00:04:05.430 --> 00:04:11.310

Randy: And there's debits for \$407.48

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00:04:12.780 --> 00:04:19.920

Randy: And we'll need a motion for each of those. Do you want me wait for a motion on those Lisa before we go to the last item?

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00:04:22.320 --> 00:04:28.680

Lisa Schaertl: Yes. And just for clarification, the debits, are those what we've been calling payments made prior to board approval?

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00:04:30.180 --> 00:04:32.370

Randy: Debits are always made prior to board approval.

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00:04:34.260 --> 00:04:39.390

Jan Boor: They are, I just changed the wording because they're all charges on the debit card.

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00:04:40.980 --> 00:04:45.030

Lisa Schaertl: Okay. Are there any other payments made prior to board approval or will the total be 407...

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00:04:45.150 --> 00:04:47.550

Randy: There, there are some, but that's the total

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00:04:47.820 --> 00:04:50.820

Randy: The other ones aren't required for claims process.

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00:04:50.970 --> 00:04:54.180

Jan Boor: Or the other one, the other ones were a prior approval.

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00:04:55.260 --> 00:04:58.380

Jan Boor: So these are, these are the only charges that don't have a board approval yet.

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00:04:59.040 --> 00:05:00.840

Lisa Schaertl: Good. So, is there a motion.

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00:05:01.710 --> 00:05:02.460

Patricia Ayres: so moved

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00:05:03.900 --> 00:05:21.750

Lisa Schaertl: We have a motion from Pat Ayres to approve the May unpaid claims totaling \$335.28 and debit payments made prior to approval totaling \$407.48 and we're going to do a roll call vote, since we aren't present to sign.

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00:05:22.800 --> 00:05:24.210

Lisa Schaertl: So, Kim Sutter.

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00:05:25.260 --> 00:05:25.680

Kim Sutter: Aye

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00:05:27.810 --> 00:05:30.150

Lisa Schaertl: Jill Persson

Jill Persson: Aye

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00:05:30.810 --> 00:05:33.270

Lisa Schaertl: Roxie O'Brien.

Roxy O'Brien: Aye

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00:05:33.780 --> 00:05:35.280

Lisa Schaertl: Pat Ayres

Patricia Ayres: Aye

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00:05:35.820 --> 00:05:37.680

Lisa Schaertl: Jessica Oliver.

J.Oliver: Aye

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00:05:40.110 --> 00:05:40.890

Lisa Schaertl: Randy Ott

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00:05:41.340 --> 00:05:41.700

Randy: Aye.

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00:05:43.980 --> 00:05:44.010

Lisa Schaertl: Umm

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00:05:45.810 --> 00:05:47.400

Lisa Schaertl: Peggy Sutton

Peggy Sutton: Aye

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00:05:47.760 --> 00:05:54.240

Lisa Schaertl: that's everybody. Oh, Lisa Schaertl aye.

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00:05:56.550 --> 00:05:57.000

Lisa Schaertl: Okay.

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00:06:02.400 --> 00:06:03.330

Lisa Schaertl: Randy do you have more

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00:06:03.570 --> 00:06:14.190

Randy: Yep. And so the last item is, the end of our fiscal year is coming up at the end of, the end of June, and we typically have

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00:06:14.820 --> 00:06:29.970

Randy: Financial Review done in the summer, usually in July or August with an accounting firm, and the last few years, we've used Bond Dioguardi and Ray as our accounting firm and last year, our accountant

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00:06:30.030 --> 00:06:32.370

Randy: was Jaylene Carpenter.

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00:06:33.600 --> 00:06:47.280

Randy: from that firm. So we just need a motion to authorize Jan our treasure to engage with them to do our financial statement and our 990 tax form.

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00:06:48.690 --> 00:06:53.580

Randy: So that she can set that up at a time that's convenient for her and the

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00:06:55.590 --> 00:06:56.490

Randy: and the accountant.

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00:06:57.630 --> 00:06:58.110

Randy: Some time this summer

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00:06:58.950 --> 00:07:05.400

Lisa Schaertl: And I have that under the finance and audit as a recommended motion. So I'll bring that up again when we get down to that part.

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00:07:06.540 --> 00:07:07.080

Randy: Oh is that where you had it? I'm sorry.

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00:07:07.410 --> 00:07:07.920

Lisa Schaertl: That's okay.

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00:07:09.600 --> 00:07:10.350

Randy: No, there's no

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00:07:11.730 --> 00:07:13.680

Randy: We can wait. If you do, if you'd rather. I'm sorry.

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00:07:13.830 --> 00:07:20.490

Lisa Schaertl: Well just easier to follow the agenda, that's fine. Thank you. Anything else with claims reviewer.

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00:07:22.410 --> 00:07:24.810

Lisa Schaertl: OK, so moving on to Treasurer's Report.

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00:07:25.890 --> 00:07:26.670

Lisa Schaertl: and Jan

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00:07:27.270 --> 00:07:29.220

Jan Boor: Oh, so

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00:07:30.810 --> 00:07:42.900

Jan Boor: You know, the balance sheet is, looks good. Tthe budget versus actual if you want to bring that up Andrea. Last month it was looking like we were going to go way over and everything.

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00:07:43.770 --> 00:07:57.030

Jan Boor: And we realized afterwards that the problem was that QuickBooks, the way the budget was set up in QuickBooks it divided it by 12 months. So I had run the report through

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00:07:58.320 --> 00:08:15.150

Jan Boor: the end of April, but it was only taking into account 10 months' worth of budget which so that's why it looked like, oh, we don't have enough money left to get through two more months. So I ran this one through the end of June.

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00:08:16.890 --> 00:08:24.990

Jan Boor: However, after I, I just realized yesterday that it also includes a payroll from June, because I'd already entered that.

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00:08:26.310 --> 00:08:30.150

Jan Boor: So when you look at the amounts that are left, especially for like

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00:08:31.440 --> 00:08:34.980

Jan Boor: payroll expenses. There's only one more payroll that has to go in there.

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00:08:36.120 --> 00:08:41.070

Jan Boor: So we're definitely more on target with the budget than it looked like last month.

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00:08:42.330 --> 00:08:48.180

Jan Boor: There was also a couple of things I found that had been entered incorrectly. So I moved those.

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00:08:50.730 --> 00:08:55.710

Jan Boor: Mostly, it was some payroll expense had been entered to New York State Retirement

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00:08:55.710 --> 00:08:56.640

Jan Boor: Instead of

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00:08:57.960 --> 00:09:02.100

Jan Boor: Instead of to employer FICA where it belonged. So I moved that.

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00:09:03.360 --> 00:09:07.650

Jan Boor: Randy, you had brought up the fact that the checking accounts looked off that the

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00:09:09.210 --> 00:09:11.250

Jan Boor: The transfer fund didn't look right and

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00:09:11.640 --> 00:09:13.020

Randy: I saw you adjusted those.

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00:09:13.020 --> 00:09:20.670

Jan Boor: Yeah, there was a there was a transfer back. I think it was October, and it got entered to the wrong account. So I fixed that.

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00:09:22.830 --> 00:09:28.110

Jan Boor: So I didn't, you know, I did a little bit of cleanup. So this one is definitely more accurate.

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00:09:30.090 --> 00:09:37.950

Jan Boor: And I don't think we're too far off. There's some things that we're over on. But there's other things that we're, you know, under

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00:09:38.730 --> 00:09:52.800

Jan Boor: We're pretty close to the end of the fiscal year. So I don't know as it makes sense to do anything with it, with this one, but what we learned in the PLS training that Randy and I both attended with the financial overview

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00:09:53.880 --> 00:10:09.480

Jan Boor: That you can adjust your budget at any time during the year. You can move them out when you realize okay maybe we're spending more on adult programming than children's programming, you could move you can readjust your budget, and we might want to consider doing that next year.

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00:10:10.530 --> 00:10:18.150

Jan Boor: Maybe like every three months, take a look at it and see, are we on track, are we spending more on one area than another, do we want to move it.

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00:10:19.230 --> 00:10:32.460

Jan Boor: When I set up the budget for next year. I'm going to try to change it so it doesn't divide up the budget into 12 months like it did because we don't have the same expenses every month. I mean, payroll wise we do but

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00:10:33.600 --> 00:10:43.800

Jan Boor: a lot of our other expenses, they come sporadically so you can't really divide them up evenly and get a clear picture of what you have left.

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00:10:45.060 --> 00:10:50.100

Jan Boor: It just makes it too hard to look at and say, oh, we still have X amount of dollars left to get us to the end of the year.

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00:10:50.670 --> 00:10:52.170

Jan Boor: In whatever category so.

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00:10:53.310 --> 00:10:55.260

Jan Boor: Those are just my observations so far.

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00:10:56.580 --> 00:11:06.090

Jan Boor: I'm feeling much more up to speed. Andrea has met with me several times, Randy's met, I've met with Randy. He's been great getting me up to speed on everything.

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00:11:09.030 --> 00:11:09.900

Jan Boor: You know, there hasn't been a,

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00:11:09.990 --> 00:11:12.900

Jan Boor: a lot of transactions right now so

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00:11:13.170 --> 00:11:20.220

Randy: Like I expected it. I'm glad you clarified about the payroll, so that makes perfect sense. We're in better shape than I thought we would be a

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00:11:20.520 --> 00:11:22.470

Randy: month ago so yeah

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00:11:23.100 --> 00:11:24.900

Randy: Like two months ago, I was a little nervous.

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00:11:25.650 --> 00:11:32.910

Jan Boor: Yeah, I don't think it looks too bad. You know, like I say we're over a little bit in some areas, but we're under in others.

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00:11:33.720 --> 00:11:39.750

Lisa Schaertl: So, okay, and then the other philosophy about adjusting your budget is that it may be better to not readjust it

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00:11:39.840 --> 00:11:47.460

Lisa Schaertl: and rather at the end of the year. Look at which categories you went over and under on to help you with planning for the next year. So we can look at doing either of those things.

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00:11:48.840 --> 00:11:49.230

Lisa Schaertl: Okay.

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00:11:53.160 --> 00:11:59.310

Jan Boor: Yeah. And, obviously, you know, we don't have a budget for the PPE equipment.

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00:12:00.510 --> 00:12:04.920

Jan Boor: But I did, we did set up a separate category so we can keep track of how much it's costing us

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00:12:06.480 --> 00:12:10.110

Jan Boor: there is a line item on there for it. There's just no budget associated with it.

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00:12:10.770 --> 00:12:26.430

Andrea Tillinghast: I anticipate, and this is what I heard from Ron, but maybe there will be additional questions in the state annual report that for the Department of Education regarding spending on PPE, that type of thing. So I'm glad we're keeping track of it.

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00:12:26.880 --> 00:12:36.060

Jan Boor: Yeah, I think it makes very good sense to keep track of it because I think it will come back to us, somebody's going to want to know how much it cost us.

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00:12:37.980 --> 00:12:45.720

Lisa Schaertl: Okay. And finally, I think I was remiss not to have had you pull up the unpaid bills detail. We've already had a motion to approve those and they've been on the drive

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00:12:46.320 --> 00:12:54.060

Lisa Schaertl: for quite a number of days. So everybody had a chance to look at the unpaid bills detail. That's what we just voted to approve.

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00:12:55.980 --> 00:12:58.080

Lisa Schaertl: Okay, I'm sorry, unpaid bills audit sheet.

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00:13:03.150 --> 00:13:04.260

Patricia Ayres: Can we make that bigger?

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00:13:09.720 --> 00:13:10.410

Jan Boor: Oh, that's better.

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00:13:12.990 --> 00:13:16.380

Lisa Schaertl: And I'd like to look at the bills audit sheet... same on that same thing, I guess.

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00:13:18.570 --> 00:13:18.840

Lisa Schaertl: Yeah.

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00:13:19.890 --> 00:13:31.590

Lisa Schaertl: So that was the 335.28 that we just approved and then those two 407.48 debits and normally we would have signed there where it says trustee signatures, but instead we took a roll call vote.

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00:13:34.020 --> 00:13:36.330

Lisa Schaertl: Okay, any questions on those Reports?

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00:13:40.350 --> 00:13:44.130

Lisa Schaertl: Okay. We'll move right along to the directors report, because that's going to take some time.

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00:13:48.540 --> 00:13:49.590

Andrea Tillinghast: We see here

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00:13:51.960 --> 00:13:52.290

Andrea Tillinghast: All right.

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00:13:53.760 --> 00:13:54.090

Andrea Tillinghast: Well,

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00:13:55.890 --> 00:14:01.890

Andrea Tillinghast: There has been, I feel like I've been running around like crazy this past month so

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00:14:03.450 --> 00:14:07.980

Andrea Tillinghast: there are a lot of things on here that, you know have been taking place.

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00:14:10.350 --> 00:14:14.370

Andrea Tillinghast: For example, this is the first board meeting where I'm announcing that

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00:14:15.540 --> 00:14:23.400

Andrea Tillinghast: our Library Clerk Bonne Curtis, who has been with us since I think 2003, I could be mistaken, maybe it was

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00:14:23.400 --> 00:14:38.670

Andrea Tillinghast: 2001 she's, she's retiring. So she submitted her retirement paperwork and her resignation, you'll see that is later on our agenda. So I just want to say we're

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00:14:40.110 --> 00:14:41.340

Andrea Tillinghast: really going to miss her.

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00:14:43.980 --> 00:14:44.400

Andrea Tillinghast: And

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00:14:46.410 --> 00:14:49.860

Andrea Tillinghast: You know everybody's got to retire at some point. So.

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00:14:54.150 --> 00:14:56.580

Andrea Tillinghast: We did get a cash donation for

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00:14:57.630 --> 00:15:17.400

Andrea Tillinghast: our Red Jacket community library book club in July, we're reading How To Be An Anti Racist by Ibram X Kennedy. So if you're interested in that I encourage you to go on to our Facebook page or through our library website for information about that in July.

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00:15:21.030 --> 00:15:24.510

Andrea Tillinghast: Interestingly, Christine got offered a

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00:15:26.040 --> 00:15:29.730

Andrea Tillinghast: bundle of free books from Baker and Taylor. She was randomly selected.

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00:15:30.570 --> 00:15:31.020

Patricia Ayres: Oh!

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00:15:31.470 --> 00:15:31.920

Andrea Tillinghast: We'll see what it

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00:15:32.100 --> 00:15:40.260

Andrea Tillinghast: entails but she and I both thought that it was maybe some sort of scam. But no we really

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00:15:41.010 --> 00:15:42.210

Andrea Tillinghast: won that.

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00:15:42.450 --> 00:15:44.760

Roxie.O'Brien: I saw that on the agenda that's awesome, but not

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00:15:44.970 --> 00:15:45.750

Roxie.O'Brien: How you got it.

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00:15:46.770 --> 00:15:47.190

Roxie.O'Brien: Yeah.

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00:15:48.390 --> 00:15:50.010

Andrea Tillinghast: Yeah, um,

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00:15:51.210 --> 00:15:57.960

Andrea Tillinghast: And probably a lot of you have heard about the Facilities Committee Meeting and the

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00:15:59.190 --> 00:16:10.890

Andrea Tillinghast: The joint use facilities committee meetings, but I'm calling with the superintendent and the business manager Tim Burns from the library and information that we got regarding our cleaning service.

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00:16:12.030 --> 00:16:12.930

Andrea Tillinghast: With the school.

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00:16:16.560 --> 00:16:17.160

Andrea Tillinghast: Let's see.

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00:16:19.770 --> 00:16:27.300

Lisa Schaertl: Oh, just a quick recap of that is that the school is only going to be able to clean the bathrooms, the public bathrooms once a week.

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00:16:28.290 --> 00:16:31.320

Lisa Schaertl: due to staffing and that doesn't meet the requirements.

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00:16:31.740 --> 00:16:43.740

Lisa Schaertl: So we're going to have to hire a cleaning service to clean them more often and Andrea has done a lot of work about opening one just one at a time and has put an announcement out looking for a cleaning staff cleaning help.

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00:16:44.400 --> 00:16:45.960

Roxie.O'Brien: Mm hmm.

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00:16:45.990 --> 00:16:49.050

Roxie.O'Brien: Andrea, how often did they do it before. Do you recall

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00:16:50.520 --> 00:16:54.720

Andrea Tillinghast: You know, I can't tell you exactly how often they clean the bathroom. I would say every other day.

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00:16:55.560 --> 00:16:58.050

Andrea Tillinghast: If I, just by the trash left and

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00:17:00.360 --> 00:17:11.610

Andrea Tillinghast: I don't, I think they probably vacuumed maybe every other day maybe once a week. It's hard to say, but the bathrooms definitely were cleaned. I would think every other day.

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00:17:13.890 --> 00:17:19.440

Lisa Schaertl: We're going to need to do it daily and to do that work we need somebody so that's in progress.

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00:17:19.740 --> 00:17:26.670

Andrea Tillinghast: We've got a bit of a window because it's not until August 1 that we're really increasing our services to the public.

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00:17:27.090 --> 00:17:40.590

Andrea Tillinghast: That because before that it's modified services and with modified services, we don't have to offer a public bathroom. So it'll just be us using it and until I can get someone hired. You know, I've already talked to the staff about

173

00:17:41.640 --> 00:17:52.560

Andrea Tillinghast: Like alternating the bathrooms, trying to take turns cleaning it until we get that resolved, but I've got a number, There's probably 15 people that have applied and I only post this last week.

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00:17:52.890 --> 00:17:54.030

Roxie.O'Brien: Wow.

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00:17:54.090 --> 00:17:54.750

Andrea Tillinghast: That's all.

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00:17:55.050 --> 00:17:59.940

Andrea Tillinghast: That's really good. On the other hand, sort of indicates what

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00:17:59.970 --> 00:18:02.010

Andrea Tillinghast: The situation is here.

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00:18:02.100 --> 00:18:03.090

Patricia Ayres: Yeah yeah

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00:18:03.600 --> 00:18:04.140

Andrea Tillinghast: Yeah.

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00:18:04.200 --> 00:18:05.310

Lisa Schaertl: Can we keep moving on?

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00:18:06.000 --> 00:18:06.330

Andrea Tillinghast: Yeah.

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00:18:07.680 --> 00:18:13.020

Andrea Tillinghast: Okay, so next on my agenda is the reopening plan and

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00:18:13.110 --> 00:18:15.270

Lisa Schaertl: Before we do that, let's have the recommended motion to

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00:18:15.270 --> 00:18:16.560

Lisa Schaertl: Accept Bonnie's resignation.

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00:18:17.490 --> 00:18:18.870

Andrea Tillinghast: Oh is that here on the agenda.

186

00:18:21.000 --> 00:18:29.070

Jill Persson: I will I sadly make a recommendation that we a motion that we accept Bonnie's resignation.

187

00:18:29.910 --> 00:18:30.570

Lisa Schaertl: We have a motion.

188

00:18:31.800 --> 00:18:41.160

Lisa Schaertl: We have a motion from Jill Persson to accept with it with regret the resignation due to retirement of Library Clerk Bernice Curtis effective - what date, Andrea?

189

00:18:41.220 --> 00:18:45.120

Andrea Tillinghast: June 30th

Lisa Schaertl: effective June 30. All in favor.

190

00:18:45.900 --> 00:18:46.890

Jessica Oliver (and others): Aye. Aye.

191

00:18:47.460 --> 00:18:49.320

Lisa Schaertl: Are there any opposed.

192

00:18:50.370 --> 00:18:51.870

Lisa Schaertl: Motion unanimously carries

193

00:18:53.640 --> 00:19:00.180

Lisa Schaertl: Okay. Sorry, go on to the reopening plan and toolkit or the policies, whichever one you like to do first.

194

00:19:00.900 --> 00:19:06.150

Andrea Tillinghast: I think it probably makes sense of what you have written it with the plan first

195

00:19:07.590 --> 00:19:15.150

Andrea Tillinghast: So there was a lot of material this month. The reopening plan, we've been talking about it for quite a while and there have been drafts of it

196

00:19:16.110 --> 00:19:27.720

Andrea Tillinghast: Online. Essentially, briefly, it breaks down our reopening into four steps we're in step one right now, which is planning. It's just planning for the local reopening.

197

00:19:29.460 --> 00:19:39.060

Andrea Tillinghast: And then there are variety of activities listed under that for our library, pioneer library system and the Manchester Shortsville Central School District.

198

00:19:40.500 --> 00:19:41.400

Andrea Tillinghast: Step two

199

00:19:42.480 --> 00:19:51.570

Andrea Tillinghast: bringing the staff back into the library, that will be June 22 to June 29. Now,

200

00:19:53.850 --> 00:19:57.630

Andrea Tillinghast: This is dependent upon the carpeting and

201

00:19:58.680 --> 00:20:05.760

Andrea Tillinghast: Circ desk and computer stations all being, that project being completed so that's what you see right up at the top.

202

00:20:06.780 --> 00:20:15.630

Andrea Tillinghast: Reopening plans, developed by RJCL are subject to change based on progress of carpeting project and Circulation Desk, computer station project.

203

00:20:17.130 --> 00:20:25.200

Andrea Tillinghast: Okay, so the exciting step, step three modified services to the public. So this will start June 30. This is

204

00:20:26.520 --> 00:20:32.970

Andrea Tillinghast: Pretty much on the same timeline as almost all PLS libraries and this will continue for

205

00:20:34.620 --> 00:20:43.860

Andrea Tillinghast: The entire month of July, there'll be curbside service, reference service through the phone and through Facebook Messenger and email.

206

00:20:45.960 --> 00:20:50.460

Andrea Tillinghast: It'll be appointments for public computer use, fax, scan copier

207

00:20:52.290 --> 00:20:52.560

Andrea Tillinghast: In

208

00:20:54.390 --> 00:21:10.170

Andrea Tillinghast: In step three, and step four will be the time in which we will do contactless checkout. We'll want to see how it progresses and that's why you don't see an exact date for when the contactless check out is to allow you know more people in.

209

00:21:12.060 --> 00:21:16.740

Andrea Tillinghast: So, step four is August 1 through the end of the year.

210

00:21:19.110 --> 00:21:23.880

Andrea Tillinghast: and this anticipates that there could be a second wave of covid 19

211

00:21:24.990 --> 00:21:40.410

Andrea Tillinghast: So in the activities for our library for the pioneer library system and for the Manchester Shortsville Central School District, you'll see a lot about communicate regarding future closings or pandemic illness.

212

00:21:43.020 --> 00:21:51.960

Andrea Tillinghast: That's pretty much our plan for reopening our library. I have created a toolkit to go with that.

213

00:21:54.030 --> 00:21:56.100

Andrea Tillinghast: Which is, um,

214

00:21:57.150 --> 00:22:15.870

Andrea Tillinghast: Well, like a tool, a toolkit is, you know, define something for the staff to use to enact this plan and then you'll see that I've got all the policies listed their information about the PP E, the masks the gloves. The hand sanitizer wipes cleaning supplies, etc.

215

00:22:17.130 --> 00:22:23.250

Andrea Tillinghast: And then there's a link to the flyers and signage that we'll be using around the building as we move through these four steps.

216

00:22:24.930 --> 00:22:31.020

Andrea Tillinghast: So that is the reopening plan and toolkit in a nutshell. Does anyone have any questions about that?

217

00:22:33.060 --> 00:22:35.010

Roxie.O'Brien: You've done a lot of work here, Andrea, kudos

218

00:22:35.670 --> 00:22:36.840

Patricia Ayres: Yeah, absolutely. Great job.

219

00:22:37.170 --> 00:22:37.860

Roxie.O'Brien: Your details.

220

00:22:38.940 --> 00:22:39.210

Lisa Schaertl: So we

221

00:22:39.240 --> 00:22:52.200

Lisa Schaertl: So we have a recommended motion to approve the reopening plan which outlines the steps to resume services to the community in coordination with a pioneer library system and in compliance with the governor's New York forward plan. Can we have a motion to that effect.

222

00:22:52.950 --> 00:22:53.910

Roxie.O'Brien: I'll make a motion.

Patricia Ayres: So moved

223

00:22:55.140 --> 00:22:56.040

Lisa Schaertl: Roxy got in first.

224

00:22:57.060 --> 00:23:02.160

Lisa Schaertl: So we have a motion from Roxie O'Brien to approve the director's reopening plan which outlines the steps to

225

00:23:02.160 --> 00:23:10.380

Lisa Schaertl: Resume services to the community in coordination with Pioneer library system and in compliance with the governor's New York forward plan. All in favor, or is there any further discussion.

226

00:23:12.960 --> 00:23:14.520

Lisa Schaertl: All right. All in favor

227

00:23:15.480 --> 00:23:16.680

Kim Sutter (and others): Aye. Aye.

228

00:23:17.160 --> 00:23:18.060

Lisa Schaertl: All opposed?

229

00:23:19.530 --> 00:23:20.790

Lisa Schaertl: Carries unanimously.

230

00:23:23.730 --> 00:23:27.630

Lisa Schaertl: All right, Andrea. Moving on to the policies required for reopening

231

00:23:28.110 --> 00:23:31.530

Andrea Tillinghast: Okay, so we'll start here with hours and closing

232

00:23:32.970 --> 00:23:45.480

Andrea Tillinghast: And this is our, the same plan that the same policy, which we already have in effect. It's not until you get down to number five that we put in the extended emergency closings

233

00:23:46.740 --> 00:23:58.020

Andrea Tillinghast: This originally was written as a separate policy and we decided to make more sense to insert it within the context of the hours and closings operations policy.

234

00:24:00.660 --> 00:24:06.510

Lisa Schaertl: And we're going to go through all the policies and then I'm going to ask for one motion to approve the entire list of policies.

235

00:24:08.550 --> 00:24:17.460

Andrea Tillinghast: So I, I assume that you all have read through these and I'm just showing you where the differences are here.

236

00:24:20.250 --> 00:24:22.500

Andrea Tillinghast: Let's see what's next? community health

237

00:24:25.530 --> 00:24:26.970

Andrea Tillinghast: The Community Health Policy.

238

00:24:28.140 --> 00:24:47.700

Andrea Tillinghast: I left it this way with the edits in it so you could see that this is another policy that was already in existence. Simply just a change of semantics in in parts of the policy, in five and six, and then just clarifying director means library director

239

00:24:49.020 --> 00:24:52.500

Andrea Tillinghast: So that's still the same policy, just a little wording change there.

240

00:24:53.520 --> 00:24:53.940

Andrea Tillinghast: Okay.

241

00:24:55.320 --> 00:24:57.210

Andrea Tillinghast: Next contact tracing

242

00:24:59.520 --> 00:25:15.930

Andrea Tillinghast: This contact tracing policy was pretty much taken verbatim from plans developed by PLS their policies that they've developed for contact tracing. So, that was easy to see that we were in line with what's expected with New York Forward.

243

00:25:19.260 --> 00:25:34.530

Andrea Tillinghast: Essentially, it'll work like this: We'll keep a log at the circulation desk and a locked door only accessible to staff. When someone enters the building, not a normal delivery person from pls but someone else anyone else that's not staff.

244

00:25:36.210 --> 00:25:43.170

Andrea Tillinghast: We'll ask them if they want their name and contact information added to the contact tracing log and if

245

00:25:43.680 --> 00:25:52.950

Andrea Tillinghast: They don't have to, and our staff will write down that information using our own pen so there's less touching than with a pen and clipboard and people don't see other people's private information.

246

00:25:53.580 --> 00:26:05.130

Andrea Tillinghast: this is pretty much how this will work if someone on our staff or someone that's been into the library has COVID 19 or has been exposed to it, then we'll turn this information over to Ontario County.

247

00:26:05.130 --> 00:26:05.760

Andrea Tillinghast: Public health

248

00:26:05.850 --> 00:26:08.280

Andrea Tillinghast: They will handle all of the contact racing.

249

00:26:09.630 --> 00:26:11.760

Andrea Tillinghast: And do it in the manner that they have set up.

250

00:26:16.380 --> 00:26:17.730

Andrea Tillinghast: contactless check out

251

00:26:21.120 --> 00:26:24.630

Andrea Tillinghast: This is a really procedural

252

00:26:25.800 --> 00:26:27.810

Andrea Tillinghast: Type policy here which

253

00:26:28.860 --> 00:26:30.000

Andrea Tillinghast: Deals with

254

00:26:32.010 --> 00:26:34.500

Andrea Tillinghast: How exactly are we going to go about

255

00:26:36.420 --> 00:26:45.390

Andrea Tillinghast: When the contactless check out policy. Now mind you, we're not anticipating this until August 1 or step 4, whatever way you want to think of it.

256

00:26:46.980 --> 00:26:52.710

Andrea Tillinghast: And then it goes step by step by step by step. Staff will do this, patron will do this.

257

00:26:58.320 --> 00:27:00.270

Andrea Tillinghast: Employee Health screening policy.

258

00:27:02.220 --> 00:27:08.850

Andrea Tillinghast: This is common operations now, at most, every public place and many others that aren't public

259

00:27:10.290 --> 00:27:12.240

Andrea Tillinghast: It's mandated by New York Forward.

260

00:27:13.530 --> 00:27:22.860

Andrea Tillinghast: And this is where employees will electronically, send me information. I have got a Google form setup for this but

261

00:27:24.930 --> 00:27:37.470

Andrea Tillinghast: I'm thinking, I may change it to just texting me or emailing me the information because I think that may be easier for our staff. But either way, it says electronically by survey that the staff will respond

262

00:27:39.210 --> 00:27:46.680

Andrea Tillinghast: And essentially, it's your name and then there's three questions have to do with having a fever being exposed to COVID 19

263

00:27:53.190 --> 00:27:56.940

Andrea Tillinghast: Pandemic illness policy. Sort of

264

00:27:58.260 --> 00:28:08.820

Andrea Tillinghast: Think of it as our health policy that exists in our general personnel policy, but this is just ramped up even more. Staying home when ill,

265

00:28:10.860 --> 00:28:14.430

Andrea Tillinghast: work schedules and the

266

00:28:18.300 --> 00:28:26.550

Andrea Tillinghast: Let's see, what else is on here, and confidentiality of anyone's medical information should they get a pandemic illness.

267

00:28:26.970 --> 00:28:36.570

Lisa Schaertl: I did have a question on that one, Andrea. Randy a comment or somebody had made the comment about verified mandated quarantine and I didn't see that that comment was addressed.

268

00:28:36.600 --> 00:28:40.350

Andrea Tillinghast: So I put that. Can you see where I highlighted.

269

00:28:40.470 --> 00:28:42.510

Lisa Schaertl: Yep, I see it. Got it. Thank you.

270

00:28:43.050 --> 00:28:44.730

Andrea Tillinghast: There's a typo in there but yeah

271

00:28:46.020 --> 00:28:46.350

Lisa Schaertl: Yeah. Fix the typo.

272

00:28:47.250 --> 00:28:56.580

Andrea Tillinghast: So if the employee's quarantined and must remain home, it has to be a verified quarantine set up by a medical professional.

273

00:28:57.660 --> 00:28:57.930

Andrea Tillinghast: Okay.

274

00:29:03.420 --> 00:29:06.570

Andrea Tillinghast: The PPE policy again is very straightforward.

275

00:29:08.310 --> 00:29:23.460

Andrea Tillinghast: When, this is when staff and patrons will need to use personal protective equipment in the library. I've ordered enough masks that we have masks that we can offer to patrons should they come to the library without them.

276

00:29:25.980 --> 00:29:27.420

Lisa Schaertl: That would be 410-5

277

00:29:28.680 --> 00:29:29.070

Andrea Tillinghast: What?

278

00:29:30.060 --> 00:29:31.830

Andrea Tillinghast: 410-5, Yep.

279

00:29:33.360 --> 00:29:41.790

Andrea Tillinghast: Um, so children under the age of two are exempt from wearing a mask and people that are medically not able to tolerate face covering

280

00:29:43.530 --> 00:29:55.380

Andrea Tillinghast: You see there's a little bit of guidance in here regarding how much distance to maintain from people who aren't wearing a mask, so they recommend 13 feet for that.

281

00:30:02.820 --> 00:30:05.040

Andrea Tillinghast: Quarantining materials. now.

282

00:30:06.180 --> 00:30:10.380

Andrea Tillinghast: We're taking this very seriously and PLS is taking it even more seriously.

283

00:30:12.900 --> 00:30:34.350

Andrea Tillinghast: So this is to set up a designated area, a certain book cart to be used what PPE a staff person has to wear, that it has to be labeled with the date and covered with plastic for 72 hours, and so it'll be a rotating system of what's going in and out of the storage area for quarantine.

284

00:30:41.160 --> 00:30:45.900

Andrea Tillinghast: This disinfecting and cleaning policy here 410-7

285

00:30:49.590 --> 00:31:01.830

Andrea Tillinghast: It, the first point in here deals with what services will be provided by Red Jacket Community library and what cleaning services will be provided by the school district.

286

00:31:05.280 --> 00:31:06.330

Andrea Tillinghast: section here

287

00:31:08.100 --> 00:31:17.490

Andrea Tillinghast: That the school district will still provide emergency cleaning, deep cleaning of our facility, and cleaning of the soft surfaces.

288

00:31:19.740 --> 00:31:20.250

Andrea Tillinghast: So,

289

00:31:21.630 --> 00:31:27.180

Andrea Tillinghast: And then this information about everyday steps and cleaning and disinfecting is taken

290

00:31:28.290 --> 00:31:30.570

Andrea Tillinghast: exactly from CDC guidelines.

291

00:31:32.310 --> 00:31:35.820

Andrea Tillinghast: As well as the section on cleaning disinfecting if someone is sick.

292

00:31:42.090 --> 00:32:00.300

Andrea Tillinghast: Sanitizing Electronic Devices. This policy was written by Bob Wicksall, the head of IT for pioneer library system. So most interestingly, don't wipe your laptops or iPads or other portable devices with a Clorox wipe

293

00:32:08.820 --> 00:32:09.330

Lisa Schaertl: And, well do the disaster plan...

294

00:32:09.780 --> 00:32:11.430

Andrea Tillinghast: Working remotely

295

00:32:11.850 --> 00:32:13.650

Lisa Schaertl: Oh, working

296

00:32:13.920 --> 00:32:14.370

Lisa Schaertl: Remotely

297

00:32:16.500 --> 00:32:26.340

Andrea Tillinghast: So this working remotely is obviously a personnel policy and this just makes it clear who's eligible, when they're eligible

298

00:32:31.470 --> 00:32:39.540

Andrea Tillinghast: Staff members are responsible for providing necessary technology and equipment to work remotely at home. So in other words, the library won't do that for you.

299

00:32:41.040 --> 00:32:45.540

Andrea Tillinghast: It just is a plan for longer term library closures, so

300

00:32:50.340 --> 00:32:52.050

Andrea Tillinghast: That's pretty much it.

301

00:32:52.320 --> 00:32:55.110

Andrea Tillinghast: As far as policies.

302

00:32:55.410 --> 00:32:58.980

Lisa Schaertl: Let's stop there. I'll, I'll move to approve.

303

00:33:00.150 --> 00:33:17.400

Lisa Schaertl: Or adopt. I'm sorry. I'll move to adopt or approve the following new or revised policies 400-1 hours and closings, 400-12 Community Health, 400-1 contact tracing, 400-2 I'm sorry 410-2

304

00:33:18.990 --> 00:33:29.790

Lisa Schaertl: Contactless check out, 410-3 employee health screening, 410-4 pandemic illness, 410-5 PPE policy, 410-6 quarantining of materials.

305

00:33:30.240 --> 00:33:41.070

Lisa Schaertl: 410-7 cleaning and disinfecting of the library facility, 410-8 sanitizing electronic devices and 300-3 working remotely. Are there any questions or discussion?

306

00:33:45.180 --> 00:33:45.930

Lisa Schaertl: All in favor?

307

00:33:46.410 --> 00:33:47.100

Patricia Ayres (and others): Aye. Aye.

308

00:33:47.520 --> 00:33:47.910

(others) Aye.

309

00:33:50.520 --> 00:33:53.190

Lisa Schaertl: None opposed? Motion carries, unanimously.

310

00:34:07.680 --> 00:34:13.650

Andrea Tillinghast: So what I have next to share with you is the revised emergency disaster plan.

311

00:34:14.880 --> 00:34:29.010

Andrea Tillinghast: I want to thank Peggy Sutton for the effort and expertise in developing this because it really it takes some of our existing plan, but not a lot of, it's down to nine pages from 28 pages.

312

00:34:30.240 --> 00:34:31.770

Andrea Tillinghast: And it really distills it

313

00:34:31.800 --> 00:34:37.320

Andrea Tillinghast: To what's important and actually usable if there were an emergency or disaster.

314

00:34:39.390 --> 00:34:40.020

Andrea Tillinghast: So,

315

00:34:41.160 --> 00:34:41.970

Andrea Tillinghast: It's pretty

316

00:34:44.730 --> 00:34:46.290

Andrea Tillinghast: Step by step here.

317

00:34:47.760 --> 00:34:53.760

Andrea Tillinghast: I did make a change in Section five, there's a section on types of emergencies and disasters.

318

00:34:56.040 --> 00:35:02.730

Andrea Tillinghast: And I just moved some sections so that you'll see

319

00:35:10.950 --> 00:35:28.650

Andrea Tillinghast: section six, types of emergencies and disasters, I moved a bunch of those types of emergencies and disasters to the end of the plan because they're really internal policies that we probably wouldn't want to share with the public. Like bomb threat, active shooter, hostage, down

320

00:35:30.030 --> 00:35:44.370

Andrea Tillinghast: So, um, and then I put a little bit of information here regarding these types of emergencies and why we wouldn't share them with the public outright, but we would share them by FOIL request.

321

00:35:45.900 --> 00:35:49.650

Andrea Tillinghast: Probably don't want to make it known exactly what you would do if there was a bomb threat.

322

00:35:53.820 --> 00:36:11.370

Andrea Tillinghast: And then there's section about in-house emergency team and different emergency services, when we put this policy or this plan up online. We won't put all that contact information. It won't be available there for the public, but it will be available in house for us to use.

323

00:36:14.790 --> 00:36:27.900

Lisa Schaertl: So you're so you'll finalize this, I see there's some formatting that still needs done, you'll finalize it and prepare one version for the public, a redacted version for the public website, and the full version to be stored where?

324

00:36:29.670 --> 00:36:40.110

Andrea Tillinghast: So I'm thinking that we used to always keep it in a red binder on the top shelf in the director's office. We could continue to keep it there or keep a copy at the circulation desk or both.

325

00:36:40.590 --> 00:36:41.340

Lisa Schaertl: That makes sense.

326

00:36:41.640 --> 00:36:42.030

Andrea Tillinghast: mm hmm.

327

00:36:44.010 --> 00:36:44.730

Patricia Ayres: I have a question.

328

00:36:45.210 --> 00:36:45.660

Andrea Tillinghast: Yes.

329

00:36:47.280 --> 00:36:57.930

Patricia Ayres: The old plan had to provision for a committee that was supposed to meet once a year to look at the plan and so on. Is that in the new version.

330

00:37:01.860 --> 00:37:09.060

Andrea Tillinghast: You can't see it very well here because I've got a formatting problem, which is probably happened when

331

00:37:11.760 --> 00:37:17.670

Andrea Tillinghast: I took it on and off being uploaded and with the different comments. But at the very end:

332

00:37:18.780 --> 00:37:28.800

Andrea Tillinghast: The emergency and disaster plan will be evaluated yearly by the Board of Trustees at the annual business meeting and updated as needed. Is that what you're looking for.

333

00:37:33.600 --> 00:37:36.690

Patricia Ayres: Yeah. Essentially, it sounds to me like it was a standing committee.

334

00:37:39.180 --> 00:37:44.100

Andrea Tillinghast: There is at the beginning of the policy, it talks about an in house emergency

335

00:37:44.880 --> 00:37:45.300

Patricia Ayres: Mm hmm.

336

00:37:47.790 --> 00:37:48.300

Andrea Tillinghast: Team.

337

00:37:54.210 --> 00:37:59.370

Andrea Tillinghast: Now, if you're imagining that the same team would review it.

338

00:38:01.110 --> 00:38:01.710

Patricia Ayres: I don't

339

00:38:01.950 --> 00:38:06.810

Patricia Ayres: Think it matters that, you know, the semantics. Just that there's something in place.

340

00:38:08.160 --> 00:38:08.910

Patricia Ayres: That can

341

00:38:10.050 --> 00:38:11.790

Patricia Ayres: I think that Lisa's do this thing.

342

00:38:11.820 --> 00:38:15.030

Andrea Tillinghast: With her all of her things that we do in July.

343

00:38:15.810 --> 00:38:26.160

Lisa Schaertl: Yeah. Yeah, I was just going to mention that it's actually we're getting a kind of a long list of things that we're going to do and approve at our annual meeting in July, so could this be a September task.

344

00:38:27.060 --> 00:38:29.130

Patricia Ayres: I don't see why. Yes. Okay. Could be.

345

00:38:29.250 --> 00:38:36.810

Lisa Schaertl: Yes. So review disaster plan is a september task. I'll add that to our list of board responsibilities by month

346

00:38:38.430 --> 00:38:38.880

Patricia Ayres: Good Plan.

347

00:38:46.470 --> 00:38:53.220

Lisa Schaertl: So I think that Andrea, you'd like this approved before we reopen. tonight. Right?

348

00:38:55.890 --> 00:38:59.550

Andrea Tillinghast: Well that's, that was the guidance that we've been given by pls

349

00:39:00.240 --> 00:39:01.650

Andrea Tillinghast: Still needs some work to be...

350

00:39:02.130 --> 00:39:06.660

Lisa Schaertl: So, so I'm thinking maybe we can approve it with revisions.

351

00:39:09.180 --> 00:39:12.930

Andrea Tillinghast: I should have clicked on it after I loaded it up there to be to see how it looked

352

00:39:15.960 --> 00:39:19.110

Lisa Schaertl: It's, it's up to you if you wanted to approve it tonight with revisions.

353

00:39:19.110 --> 00:39:25.740

Andrea Tillinghast: Would if if you guys are comfortable with it. If you're not comfortable with it, then you know what's most important is the policies.

354

00:39:26.880 --> 00:39:28.200

Andrea Tillinghast: 410 policies.

355

00:39:28.290 --> 00:39:28.770

Randy: There's nothing

356

00:39:28.800 --> 00:39:43.170

Patricia Ayres: I suggest that we approve it tonight because Andrea has done such a wonderful job and writing up these policies and it's probably just typos and other little glitches that will be in it. After we approve it.

357

00:39:43.170 --> 00:39:43.950

Patricia Ayres: So I would

358

00:39:44.340 --> 00:39:53.190

Lisa Schaertl: So let's to prove it with changes, with corrections, and then if you wouldn't mind putting it up again next month for just an FYI.

359

00:39:53.790 --> 00:39:55.290

Patricia Ayres: Good. Yes, that's good.

360

00:39:56.760 --> 00:39:57.540

Lisa Schaertl: Do we have a motion.

361

00:39:58.140 --> 00:40:01.950

Randy: I'll, I'll move that. Motion to approve the disaster plan.

362

00:40:05.580 --> 00:40:08.430

Lisa Schaertl: We have motion from Randy to approve the revised.

363

00:40:08.460 --> 00:40:09.510

Kim Sutter: disaster plan.

364

00:40:10.080 --> 00:40:11.100

Lisa Schaertl: With corrections.

365

00:40:15.510 --> 00:40:16.740

Lisa Schaertl: Randy, corrections.

366

00:40:17.160 --> 00:40:21.900

Randy: Oh yeah, with formatting changes and any, any type of corrections. Yep.

367

00:40:24.090 --> 00:40:24.960

Lisa Schaertl: Any discussion?

368

00:40:26.370 --> 00:40:27.180

Lisa Schaertl: All in favor?

369

00:40:27.960 --> 00:40:28.920

Kim Sutter (and others): Aye. Aye.

370

00:40:29.280 --> 00:40:31.320

Lisa Schaertl: All opposed.

371

00:40:33.240 --> 00:40:36.360

Lisa Schaertl: Motion carries, unanimously.

372

00:40:38.010 --> 00:40:38.400

Lisa Schaertl: Okay.

373

00:40:40.500 --> 00:40:42.210

Lisa Schaertl: And I'll look for

374

00:40:42.600 --> 00:40:48.300

Lisa Schaertl: You to finalize and clean up all of the policies and the disaster plan for me to put on

375

00:40:48.660 --> 00:40:50.160

Lisa Schaertl: Public website as soon as you get them

376

00:40:52.320 --> 00:40:53.640

Lisa Schaertl: finalized.

377

00:40:54.690 --> 00:40:55.050

Andrea Tillinghast: Okay.

378

00:40:56.790 --> 00:40:57.150

Andrea Tillinghast: Yes.

379

00:40:59.130 --> 00:41:14.130

Andrea Tillinghast: As far as an update on the facility. I do not know if people have been able to see the video that I posted online of the progress so far with the carpeting project.

380

00:41:15.510 --> 00:41:16.200

Lisa Schaertl: Yeah, it was great.

381

00:41:16.620 --> 00:41:17.700

Peggy: Yeah yeah

382

00:41:18.540 --> 00:41:24.870

Andrea Tillinghast: If you haven't seen it, it's right here. It's on Facebook and it went out with the weekly e newsletter.

383

00:41:28.680 --> 00:41:31.950

Roxie.O'Brien: There were some comments about it on red jacket living, I think.

384

00:41:33.150 --> 00:41:33.390

Andrea Tillinghast: Yeah.

385

00:41:34.470 --> 00:41:35.880

Roxie.O'Brien: There was comments on there about it.

386

00:41:37.950 --> 00:41:38.190

Andrea Tillinghast: Yeah.

387

00:41:39.600 --> 00:41:53.010

Andrea Tillinghast: The update is that I was there on Friday I talked to Tim Burns, who told me that he thought the project would be done by this coming Friday, which would be that

388

00:41:55.470 --> 00:41:56.250

Andrea Tillinghast: nineteenth?

389

00:41:59.310 --> 00:42:09.780

Randy: I was pleasantly surprised when I went into the claims audit that the carpet, which looked kind of dark black and gray on the first video that Tim sent out

390

00:42:10.170 --> 00:42:20.820

Randy: It's much more blue and it has some other colors in it. Some little yellow and a little green. It's kind of a dark blue navy blue and then a light blue. It goes well with the with the

391

00:42:21.750 --> 00:42:31.830

Randy: Trim in the library already and the and the other things that are painted blue. I thought it was. I thought it looks nice nicer and in real life than it does in the video actually

392

00:42:32.610 --> 00:42:38.700

Andrea Tillinghast: I think so, too, because in the video. It reads as gray and black and navy and lighter blue

393

00:42:39.780 --> 00:42:53.700

Andrea Tillinghast: I think. So Tim was supposed to contact me by this Thursday and let me know how far they are, whether we will be able to come in on Monday, June 22 with the step 2,

394

00:42:56.280 --> 00:43:06.600

Andrea Tillinghast: You know, I do have some questions about how we will proceed, because the desk in the computer stations are supposed to be delivered on July 3

395

00:43:08.580 --> 00:43:16.470

Andrea Tillinghast: Now Tim knows this and Nancy from Creative library concepts is working coordinating with him about the delivery.

396

00:43:18.360 --> 00:43:26.160

Andrea Tillinghast: So again, I'm just going to have to play it by ear and go with the best advice that I get from Tim Burns

397

00:43:28.920 --> 00:43:29.790

Andrea Tillinghast: And we'll just see

398

00:43:31.500 --> 00:43:42.030

Andrea Tillinghast: It is possible that I could bring staff back in on the 22<sup>nd</sup> and then we turn around the next week or two, and have to be closed for a couple days because

399

00:43:43.830 --> 00:43:55.500

Andrea Tillinghast: They don't want us in there, when they're putting together the desk. or maybe they will find it acceptable for just staff to be in there. So just realize that the impact on our reopening plan is

400

00:43:56.610 --> 00:44:04.740

Andrea Tillinghast: You know, it's all in flux, even more so than you're finding at the other pls libraries, because we've got this project and because

401

00:44:06.300 --> 00:44:07.650

Andrea Tillinghast: It's not in our control.

402

00:44:09.810 --> 00:44:10.020

Patricia Ayres: Okay.

403

00:44:12.360 --> 00:44:12.690

Lisa Schaertl: Good.

404

00:44:14.070 --> 00:44:14.490

Lisa Schaertl: All right.

405

00:44:17.340 --> 00:44:17.970

Lisa Schaertl: Awesome job.

406

00:44:18.900 --> 00:44:19.470

Patricia Ayers: Yes.

407

00:44:20.730 --> 00:44:22.350

Lisa Schaertl: Anything else under directors report.

408

00:44:24.120 --> 00:44:33.150

Peggy: Andrea? Do you want me to do the formatting on that plan, I'd be more than happy to go through it if you'd like me to for the disaster plan.

409

00:44:33.990 --> 00:44:34.920

Andrea Tillinghast: It would be great.

410

00:44:36.660 --> 00:44:36.930

Andrea Tillinghast: Yeah.

411

00:44:37.950 --> 00:44:41.400

Peggy: And are all the questions on the side answered

412

00:44:41.850 --> 00:44:43.470

Andrea Tillinghast: Pretty much. Sure. Yeah, they're pretty much answered there.

413

00:44:43.470 --> 00:44:56.970

Andrea Tillinghast: Just happened was when I reloaded it up after making corrections, it must have come up with all of those same comments still attached and I don't know what happened the forwarding. I mean, the format.

414

00:44:57.780 --> 00:45:00.780

Lisa Schaertl: Okay, do you have time to do formatting on the policies as well.

415

00:45:02.100 --> 00:45:07.470

Peggy: On the other, the other ones. Sure, I can do that. You mean the other nine

416

00:45:07.500 --> 00:45:08.520

Lisa Schaertl: Policies. You mean

417

00:45:09.120 --> 00:45:11.400

Lisa Schaertl: There were many sure I can do that.

418

00:45:12.450 --> 00:45:14.670

Lisa Schaertl: You'd mentioned wanting to do that when we were in policy committee

419

00:45:14.670 --> 00:45:15.810

Peggy: Don't mind doing it.

420

00:45:15.930 --> 00:45:17.280

Peggy: I'm still trying to get

421

00:45:17.280 --> 00:45:23.400

Peggy: The policy from somewhere else. You know the right policies and the formatting so

422

00:45:24.390 --> 00:45:25.650

Peggy: I'm working on that. That's in

423

00:45:25.650 --> 00:45:26.430

Peggy: Progress.

424

00:45:29.610 --> 00:45:30.060

Andrea Tillinghast: Yep. Thank you so much.

425

00:45:30.480 --> 00:45:31.680

Patricia Ayres: Yes, thank you.

426

00:45:33.270 --> 00:45:41.040

Randy: Andrea, I was just gonna mention since you reminded me of it, if we get that delivery in early July.

427

00:45:42.300 --> 00:45:44.730

Randy: Just so Jan knows also

428

00:45:45.960 --> 00:45:47.100

Randy: We've already approved.

429

00:45:49.170 --> 00:46:09.480

Randy: The expenditure to finish paying that off up to a dollar amount. We did that a few months ago, we put the down payment on the circ desk and so it wouldn't have to wait, Jan wouldn't have to wait for the next board meeting, if the bill comes due before the meeting.

430

00:46:10.770 --> 00:46:12.060

Randy: Because we have a technical

431

00:46:14.340 --> 00:46:23.070

Randy: As long as it's within what we what we, I forget the exact dollar amount we put a cap on, but as long as it's within the cap, we should be fine.

432

00:46:23.970 --> 00:46:35.100

Andrea Tillinghast: Just because the BOCES people installed the Connect track and there was no quote, that was charging for us to have CSC bring people in to install the Connect track. So we ought to get a discount on it.

433

00:46:35.520 --> 00:46:36.960

Jan Boor: Yeah. Nice.

434

00:46:40.200 --> 00:46:41.130

Lisa Schaertl: Good, good point, yeah.

435

00:46:41.880 --> 00:46:42.480

Patricia Ayres: So,

436

00:46:42.510 --> 00:46:45.630

Lisa Schaertl: That would be in our minutes in the previous month.

437

00:46:47.700 --> 00:46:49.590

Lisa Schaertl: Okay. Anything else on your directors report.

438

00:46:51.660 --> 00:46:55.620

Lisa Schaertl: Great, thank you. committee reports finance and audit.

439

00:46:57.090 --> 00:46:58.440

Randy: Okay, so I'm back on. Right.

440

00:46:58.560 --> 00:46:59.370

Lisa Schaertl: You're back on.

441

00:47:00.030 --> 00:47:01.230

Randy: Okay, so now I'll be

442

00:47:01.230 --> 00:47:14.160

Randy: In order of your agenda. I apologize. So we did meet last week the Finance Committee was able to get together by zoom and we discussed some changes to

443

00:47:15.660 --> 00:47:20.640

Randy: Our claims audit procedure that we are going to start

444

00:47:22.980 --> 00:47:33.150

Randy: Next month. Jan is going to put together a list of recurring expenses that are the same every month.

445

00:47:33.750 --> 00:47:44.040

Randy: And we're going to approve that once for the year because they're the same price. The same prices every month and

446

00:47:44.820 --> 00:47:55.890

Randy: That will reduce the, the things that are going on our claims audit. And then when that policy is reviewed this fall we'll make the change official but

447

00:47:57.420 --> 00:48:02.400

Jan Boor: It also make it look better because you won't have such a long list of paid before approved.

448

00:48:03.810 --> 00:48:08.370

Randy: Yeah. It'll make things simpler and more. I think

449

00:48:08.700 --> 00:48:09.780

Jan Boor: It will definitely clean it up.

450

00:48:09.990 --> 00:48:11.100

Randy: Definitely clean it up.

451

00:48:11.520 --> 00:48:15.540

Lisa Schaertl: There are things that we can approve once for the entire year, rather than approving every month.

452

00:48:17.430 --> 00:48:17.880

Randy: Exactly

453

00:48:19.260 --> 00:48:29.970

Randy: And then we have two policies that would like to present to the board for their second readings and if you're in favor to approve them. The first one is a new policy.

454

00:48:30.330 --> 00:48:41.340

Randy: Which we first presented in March at the first reading, which is the IT security policy, which we found we are recommended to have

455

00:48:41.910 --> 00:48:53.190

Randy: And so that is a new policy that we would need adopted 300-4. So unless there's a changes, you'd like to see to that we're recommending that

456

00:48:54.630 --> 00:48:57.810

Randy: This policy gets approved tonight.

457

00:48:59.730 --> 00:49:12.300

Randy: We didn't bring it up earlier meetings, thinking that that we might not have remote meetings, but since who knows when we won't, we thought we'd better get it off the table and approve it. So,

458

00:49:13.170 --> 00:49:14.100

Lisa Schaertl: Is there a motion.

459

00:49:15.210 --> 00:49:15.690

So moved

460

00:49:17.310 --> 00:49:18.270

Lisa Schaertl: Was that Peggy?

461

00:49:18.600 --> 00:49:25.380

Lisa Schaertl: Motion by Peggy Sutton to adopt policy 300-4 IT security, is there any discussion? All in Favor?

462

00:49:27.450 --> 00:49:29.640

Patricia Ayres (and others) : Aye

463

00:49:31.860 --> 00:49:32.400

Lisa Schaertl: Randy, I'm sorry.

464

00:49:34.410 --> 00:49:35.220

Lisa Schaertl: You have something, Randy?

465

00:49:35.550 --> 00:49:37.860

Randy: No, I didn't leave time for you to ask for opposed.

466

00:49:38.820 --> 00:49:39.540

Lisa Schaertl: Opposed?

467

00:49:41.280 --> 00:49:42.750

Lisa Schaertl: Motion carries, unanimously.

468

00:49:44.160 --> 00:49:52.260

Randy: And the second policy is just a slight, some modifications to our library treasure policy. So since

469

00:49:53.880 --> 00:49:57.630

Randy: Jan came on, we made a few revisions.

470

00:49:58.920 --> 00:50:08.790

Randy: in 500-3 which is library treasurer, and we first presented this at our April meeting and one

471

00:50:10.020 --> 00:50:17.550

Randy: Change was recommended at that meeting, which we've included. So the only thing that has changed that we've added the statement.

472

00:50:19.110 --> 00:50:30.300

Randy: To the effect that the treasurer will typically attend board meetings which is point 4 here in this policy other than that. This is as it was written in

473

00:50:31.680 --> 00:50:36.690

Randy: In April, so we're also recommending this policy for approval.

474

00:50:40.350 --> 00:50:40.830

Lisa Schaertl: Motion?

475

00:50:41.550 --> 00:50:45.600

Patricia Ayres: I'll approve this policy think it looks really good and nice and clean, Randy.

476

00:50:46.560 --> 00:50:53.370

Lisa Schaertl: So we have a motion by Pat Ayers to approve changes to policy 500-3 the library treasurer. Any discussion.

477

00:50:54.990 --> 00:50:55.740

Lisa Schaertl: All in favor.

478

00:50:58.080 --> 00:50:59.100

Lisa Schaertl: Anybody opposed.

479

00:51:00.330 --> 00:51:01.770

Lisa Schaertl: Motion carries, unanimously.

480

00:51:04.260 --> 00:51:11.460

Randy: And then the only other action is what I previously mentioned, out of order. But we just need to have our

481

00:51:12.900 --> 00:51:18.330

Randy: You just need to authorize Jan as our treasure to engage with

482

00:51:19.560 --> 00:51:34.650

Randy: The accounting firm to have our books reviewed this summer and then by fall we get our 990 and then we'll have to approve that again in September or October prior to when taxes are filed

483

00:51:36.150 --> 00:51:37.830

Randy: and take care of that.

484

00:51:40.290 --> 00:51:43.650

Lisa Schaertl: There's a proposed motion on the agenda. Would anybody like to make that motion.

485

00:51:44.670 --> 00:51:45.870

Peggy: I'll do it. Peggy

486

00:51:46.530 --> 00:51:53.610

Lisa Schaertl: A motion by Peggy Sutton to authorize the treasurer to retain the services of Bond Giodarni and Ray LLP upon the close of the fiscal year

487

00:51:53.820 --> 00:52:03.120

Lisa Schaertl: to perform a financial review, prepare a written report to certify the accuracy of the library's financial statements, and to prepare and file IRS Form 990. any discussion.

488

00:52:05.280 --> 00:52:06.090

Lisa Schaertl: All in favor.

489

00:52:06.840 --> 00:52:08.340

Jessica Oliver (and others): Aye..

490

00:52:09.840 --> 00:52:11.370

Lisa Schaertl: Opposed? Motion carries, unanimously.

491

00:52:14.340 --> 00:52:16.260

Lisa Schaertl: Okay, anything else under finance, Randy.

492

00:52:18.990 --> 00:52:19.740

Randy: No, that's it.

493

00:52:20.010 --> 00:52:22.200

Lisa Schaertl: Perfect, thank you so much. That was a lot of work.

494

00:52:23.640 --> 00:52:29.100

Lisa Schaertl: Policy Committee. Again, like the Finance Committee. We've got some policies that we were working on and put aside.

495

00:52:29.970 --> 00:52:32.730

Lisa Schaertl: For the pandemic, but it's time to continue moving forward on them.

496

00:52:33.540 --> 00:52:50.430

Lisa Schaertl: This one is confidentiality policy and agreement and they were presented for the first reading at our March meeting and it talks about. It's a personnel policy talking about how the staff needs to protect the confidentiality of patron records.

497

00:52:52.080 --> 00:52:55.200

Lisa Schaertl: There's a recommended motion. Would anyone like to make this motion.

498

00:52:55.890 --> 00:53:12.240

Patricia Ayres: I would like to make a correction that I think needs to be made, but I could be corrected. I looked at it this afternoon, and it's highlighted in yellow - looks like this is a boilerplate for PLS because it says something about

499

00:53:12.390 --> 00:53:13.200

Andrea Tillinghast: again, number

500

00:53:13.320 --> 00:53:21.900

Patricia Ayres: regarding users of our member libraries and it should probably say RJCL.

501

00:53:22.440 --> 00:53:24.360

Lisa Schaertl: or our patrons, regarding our patrons

502

00:53:24.690 --> 00:53:27.240

Patricia Ayres: Yeah, something other than our member libraries.

503

00:53:28.260 --> 00:53:30.060

Patricia Ayres: As we don't have any member libraries.

504

00:53:30.270 --> 00:53:33.990

Lisa Schaertl: Regarding maybe we can change that to regarding our patrons.

505

00:53:35.310 --> 00:53:40.500

Lisa Schaertl: And would you be willing, would anybody would be willing to move to approve it with that correction.

506

00:53:41.130 --> 00:53:41.610

Patricia Ayres: Yes.

507

00:53:42.360 --> 00:53:49.260

Lisa Schaertl: We have a motion from Pat Ayres to approve personnel policy 300-3, I should say, adopt rather since it's a new policy.

508

00:53:49.260 --> 00:54:04.800

Lisa Schaertl: We have a motion by Pat Ayres to adopt personnel policy 300-3 regarding confidentiality of library records and patron information with one correction, as noted. Do I need to specify the correction.

509

00:54:07.260 --> 00:54:07.590

Lisa Schaertl: Okay.

510

00:54:09.270 --> 00:54:10.020

Lisa Schaertl: Any discussion.

511

00:54:13.200 --> 00:54:13.920

Lisa Schaertl: All in favor?

12

00:54:16.530 --> 00:54:16.890

Kim Sutter (and others): Aye

513

00:54:17.760 --> 00:54:18.720

Lisa Schaertl: Anybody opposed.

514

00:54:20.730 --> 00:54:21.990

Lisa Schaertl: Motion carries, unanimously.

515

00:54:25.170 --> 00:54:30.630

Lisa Schaertl: All right, Pat facilities committee chair. Do you have anything to add to what Andrea has already discussed.

516

00:54:31.470 --> 00:54:32.820

Patricia Ayres: Uh, no.

517

00:54:33.840 --> 00:54:35.010

Patricia Ayres: Nothing.

518

00:54:35.400 --> 00:54:36.660

Lisa Schaertl: Okay. Personnel Committee Jill.

519

00:54:40.170 --> 00:54:40.590

Jill Persson: unMute

520

00:54:44.100 --> 00:54:44.520

Lisa Schaertl: There you go.

521

00:54:45.090 --> 00:54:49.770

Jill Persson: Um, I put a report in the folder.

522

00:54:51.000 --> 00:54:52.350

Jill Persson: We updated the

523

00:54:54.630 --> 00:55:02.070

Jill Persson: Performance appraisals and members of the Personnel Committee are working on Andrea's performance appraisal right now.

524

00:55:04.170 --> 00:55:17.610

Jill Persson: Once the library is open or we are able to meet in person, Andrea and I will review her performance appraisal. Right around the same time, she'll be doing it with the staff. If there's a delay in opening, we may revisit that.

525

00:55:19.980 --> 00:55:24.270

Jill Persson: And we've been, Andrea and I have been communicating about Bonnie's retirement.

526

00:55:28.560 --> 00:55:28.890

Jill Persson: So,

527

00:55:30.510 --> 00:55:34.080

Jill Persson: That's all I had been pretty focused on that.

528

00:55:35.460 --> 00:55:37.800

Lisa Schaertl: Thanks. Any questions for the Personnel Committee.

529

00:55:40.590 --> 00:55:44.280

Lisa Schaertl: Okay. Long Range Planning Committee, we have no report.

530

00:55:46.200 --> 00:55:54.120

Lisa Schaertl: And thinking about what that, what long range planning will look like in the light of a global pandemic, and we'll start, we'll start addressing that in September.

531

00:55:55.860 --> 00:55:57.750

Lisa Schaertl: Nominations committee Roxie O'Brien.

532

00:55:59.040 --> 00:55:59.760

Roxie.O'Brien: Well,

533

00:55:59.880 --> 00:56:01.230

Andrea Tillinghast: Last time, Roxie.

534

00:56:01.470 --> 00:56:03.240

Patricia Ayres: Yeah, make it good

535

00:56:03.300 --> 00:56:11.700

Andrea Tillinghast: 10 years of service.

Roxie.O'Brien: I didn't have anybody that made that anybody different that wanted a position on

536

00:56:12.180 --> 00:56:28.950

Roxie.O'Brien: The board. So, um, I did have several requests to keep it the way it is. So I would like to make sure Lisa's President, Pat is vice, and Peggy is secretary. That's what I'm nominating for your vote in July that I won't be there for

537

00:56:32.550 --> 00:56:33.570

Patricia Ayres: We will miss you.

538

00:56:34.740 --> 00:56:35.070

Lisa Schaertl: we sure will

539

00:56:35.310 --> 00:56:35.880

Patricia Ayres: Definitely

540

00:56:36.000 --> 00:56:39.960

Lisa Schaertl: We will once we reopen we're gonna have a party and you have to come back for it.

541

00:56:40.830 --> 00:56:41.400

Patricia Ayres: Oh, yes.

542

00:56:41.430 --> 00:56:48.090

Lisa Schaertl: Definitely. Okay, any questions about that slate of officers to be presented for nomination.

543

00:56:49.800 --> 00:56:50.070

Lisa Schaertl: Okay.

544

00:56:53.400 --> 00:57:01.740

Lisa Schaertl: That brings us down to unfinished business. I put none but actually we had been discussing change of meeting date moving from the third Monday.

545

00:57:02.490 --> 00:57:12.750

Lisa Schaertl: Returning to the second Monday and the Finance Committee has discussed it and really likes the way it's working on the third Monday and discussed

546

00:57:13.530 --> 00:57:23.580

Lisa Schaertl: Changing meeting dates for individuals invariably is going to negatively impact other individuals. So the Finance Committee recommends not changing the meeting date.

547

00:57:24.510 --> 00:57:25.980

Lisa Schaertl: If our trustee elect is

548

00:57:26.040 --> 00:57:31.980

Lisa Schaertl: Unable to serve due to conflicts I'll check with pls about whether we simply

549

00:57:33.510 --> 00:57:45.150

Lisa Schaertl: Swear in the next most popular candidate or if we need to appoint someone should that elected trustee be unable to serve. Any question about that.

550

00:57:46.890 --> 00:57:49.020

Peggy: So it's going to be the third Monday. Right.

551

00:57:49.320 --> 00:57:55.620

Lisa Schaertl: We're going... to the Finance Committee would like would recommend to keep it on the third Monday.

552

00:57:57.450 --> 00:57:59.280

Lisa Schaertl: Any discussion questions.

553

00:58:03.150 --> 00:58:04.140

Roxie.O'Brien: Randy...

554

00:58:06.480 --> 00:58:09.690

Randy: So the only thing I want to say if we do make any

555

00:58:12.150 --> 00:58:19.740

Randy: So after you talk to pls and their recommendation and we implement that recommendation. I think we just need to consider

556

00:58:22.050 --> 00:58:30.360

Randy: Noting that and then potentially considering putting that into the bylaws so that we're consistent for anything in the future.

557

00:58:31.680 --> 00:58:32.340

Randy: Potential

558

00:58:32.910 --> 00:58:35.190

Lisa Schaertl: In terms of how we how we handle that.

559

00:58:35.730 --> 00:58:36.090

Lisa Schaertl: You know,

560

00:58:37.260 --> 00:58:48.570

Randy: If, if we handle it a particular way. I wouldn't, I wouldn't want in the future to not handle it the same way, you know, depending on what it just, just to just to

561

00:58:49.830 --> 00:58:50.850

Randy: Just to keep it open.

562

00:58:51.180 --> 00:58:53.940

Andrea Tillinghast: It could just be a setup for a problem in a small community.

563

00:58:54.630 --> 00:58:55.500

Randy: Yeah yeah

564

00:58:56.160 --> 00:59:01.020

Andrea Tillinghast: Yeah. When no one remembered except for the person who couldn't get things changed. Yeah.

565

00:59:02.040 --> 00:59:02.220

Andrea Tillinghast: Yeah.

566

00:59:02.250 --> 00:59:05.040

Lisa Schaertl: We'll definitely look at noting that in the bylaws

567

00:59:07.440 --> 00:59:09.510

Randy: Hopefully, hopefully won't be any conflict.

568

00:59:09.750 --> 00:59:13.020

Lisa Schaertl: Hopefully there won't be. And we'll know the results tomorrow.

569

00:59:14.040 --> 00:59:16.020

Lisa Schaertl: So any new business.

570

00:59:19.320 --> 00:59:20.640

Lisa Schaertl: Okay. And I had nobody...

571

00:59:20.850 --> 00:59:21.120

Andrea Tillinghast: Just want

572

00:59:21.180 --> 00:59:25.200

Andrea Tillinghast: To ask a question tomorrow when the votes are counted

573

00:59:26.370 --> 00:59:32.130

Andrea Tillinghast: Online. There's supposed to be a link from the school's website to zoom so you can watch counting

574

00:59:32.880 --> 00:59:39.750

Andrea Tillinghast: I talked to Tim. There were over 800 ballots that had been returned when typically, they get three or 400 ballots.

575

00:59:39.750 --> 00:59:40.410

Kim Sutter: Returned well

576

00:59:41.010 --> 00:59:43.320

Roxie.O'Brien: 865 as of today.

577

00:59:43.740 --> 00:59:44.250

Randy: Wow,

578

00:59:45.570 --> 00:59:45.930

Roxie.O'Brien: So it's

579

00:59:48.420 --> 00:59:48.600

Roxie.O'Brien: A

580

00:59:48.720 --> 00:59:49.950

Patricia Ayres: Is that just for the school.

581

00:59:50.220 --> 00:59:56.820

Roxie.OBrien: Well, no, they're together you those envelopes aren't opened yet. just the first envelopes opened

582

00:59:56.910 --> 00:59:59.430

Patricia Ayres: That's right. That's right. So you assume

583

01:00:00.810 --> 01:00:01.890

Patricia Ayres: That everybody voted.

584

01:00:01.890 --> 01:00:03.300

Patricia Ayres: For each entity.

585

01:00:03.570 --> 01:00:05.190

Patricia Ayres: Yes. Okay.

586

01:00:06.030 --> 01:00:08.370

Roxie.OBrien: So they're imagining midnight.

587

01:00:09.150 --> 01:00:13.770

Andrea Tillinghast: When they find anyway. He told me he said it earliest 10 o'clock, maybe midnight.

588

01:00:14.160 --> 01:00:14.580

Yeah.

589

01:00:17.940 --> 01:00:21.330

Patricia Ayres: I have a thought that I would like to share

590

01:00:22.740 --> 01:00:23.580

Patricia Ayres: Do we

591

01:00:24.690 --> 01:00:33.750

Patricia Ayres: Want to compensate the school in any way for sending out the ballots because it cost them \$10,000

592

01:00:35.730 --> 01:00:39.120

Patricia Ayres: And we really kind of rode on their coattails

593

01:00:39.570 --> 01:00:40.170

Lisa Schaertl: We did.

594

01:00:40.590 --> 01:00:42.960

Lisa Schaertl: Although we didn't cost them any additional money.

595

01:00:43.320 --> 01:00:43.860

Lisa Schaertl: We did,

596

01:00:43.890 --> 01:00:45.090

Patricia Ayres: They were very nice to

597

01:00:45.360 --> 01:00:49.200

Lisa Schaertl: put the effort in. But it was only the cost of printing one additional paper.

598

01:00:49.950 --> 01:00:50.340

Patricia Ayres: Mm hmm.

599

01:00:50.970 --> 01:00:53.880

Roxie.O'Brien: And it actually didn't cost \$10,000

600

01:00:55.980 --> 01:00:56.130

Patricia Ayres: It didn't?

601

01:00:57.330 --> 01:01:15.030

Roxie.O'Brien: Went through bulk. So it's like the way that they did it. It wasn't anywhere near that much. So they made it was pretty good, but Kim brown busted her buttuski. she really needs goes for everything, because we could have had the vote on time, we could have done it on time.

602

01:01:16.890 --> 01:01:17.280

Roxie.O'Brien: So,

603

01:01:17.850 --> 01:01:20.790

Lisa Schaertl: And I also did send in a formal letter to the board.

604

01:01:20.820 --> 01:01:22.710

Patricia Ayres: Yes, I see that okay well

605

01:01:22.920 --> 01:01:24.960

Patricia Ayres: That makes me feel better. Thank you. Roxy.

606

01:01:26.010 --> 01:01:30.450

Jan Boor: And you can say that we're compensating them because we're hiring a cleaner to do the job they don't want to

607

01:01:30.450 --> 01:01:30.840

Jan Boor: Do

608

01:01:32.730 --> 01:01:33.690

Patricia Ayres: well there is That yes

609

01:01:36.960 --> 01:01:41.910

Lisa Schaertl: Sending i'm sure sending cookies to the budget count tomorrow wouldn't go amiss.

610

01:01:42.390 --> 01:01:42.690

Patricia Ayres: Oh,

611

01:01:43.980 --> 01:01:44.460

Patricia Ayres: Yeah.

612

01:01:44.850 --> 01:01:56.310

Andrea Tillinghast: Okay, because Lisa and Chris Spencer are the ones that are volunteering from the friends to count our balance. And that is, I don't think we, they have any idea. It could be six, seven hours.

613

01:01:57.330 --> 01:01:58.290

Jan Boor: That's a long night.

614

01:01:59.790 --> 01:02:01.500

Andrea Tillinghast: Especially if they have to work the next day.

615

01:02:01.560 --> 01:02:12.420

Lisa Schaertl: So I'm not, I'm not sure I want to vote to add it into our budget and unless you want to. But perhaps any trustees who wanted to drop off some drink or food would be nice.

616

01:02:12.480 --> 01:02:13.620

Andrea Tillinghast: They told me

617

01:02:13.800 --> 01:02:15.030

Roxie.O'Brien: It. No, no.

618

01:02:16.950 --> 01:02:17.880

Roxie.O'Brien No distractions.

619

01:02:18.900 --> 01:02:19.440

Andrea Tillinghast: School

620

01:02:19.500 --> 01:02:20.250

Roxie.O'Brien: Yeah, surely.

621

01:02:20.610 --> 01:02:21.990

Andrea Tillinghast: Can you talk. And they're like,

622

01:02:22.020 --> 01:02:24.660

Roxie.O'Brien: No, no, no, no, no. Pizza no distractions.

623

01:02:24.750 --> 01:02:27.180

Andrea Tillinghast: They don't want people showing up.

624

01:02:27.900 --> 01:02:28.260

Roxie.O'Brien: And they

625

01:02:28.950 --> 01:02:30.480

Andrea Tillinghast: Only have 10 or less.

626

01:02:30.750 --> 01:02:44.520

Roxie.O'Brien: Yeah, they're doing like 20 and 20 ballots at a time and piles of 20 and then to rip it open, then you got to separate themselves to doing like she figured 10 minutes per 20 and it's just it's craziness.

627

01:02:45.270 --> 01:02:46.890

Roxie.O'Brien: But she's got down to a science.

628

01:02:47.400 --> 01:02:50.52

Lisa Schaertl: And they've got water there. So it's not like we need bottled water

629

01:02:51.660 --> 01:02:53.250

Roxie.O'Brien: Hmm. Yeah.

630

01:02:54.240 --> 01:02:55.650

Kim Sutter: That's cool. You can send beer.

631

01:03:00.000 --> 01:03:03.780

Andrea Tillinghast: Probably have to sign something saying that they weren't under the influence of

632

01:03:10.830 --> 01:03:16.170

Lisa Schaertl: This is, this is very good and I think maybe I will make a note on my calendar to just attend the next

633

01:03:17.370 --> 01:03:23.010

Lisa Schaertl: Board meeting the school board meeting, and in the public comments section just thank them for their help.

634

01:03:23.730 --> 01:03:24.720

Patricia Ayres: Oh, great idea.

635

01:03:24.870 --> 01:03:26.010

Andrea Tillinghast: Yeah, it's a good idea.

636

01:03:26.700 --> 01:03:27.450

Andrea Tillinghast: I would personally recommend not making

637

01:03:27.540 --> 01:03:31.650

Andrea Tillinghast: any monetary commitment until after tomorrow. Yeah.

638

01:03:31.680 --> 01:03:32.520

Patricia Ayres: Yeah, right.

639

01:03:32.940 --> 01:03:34.650

Lisa Schaertl: Right, yeah.

640

01:03:34.770 --> 01:03:35.130

Randy: Kim brown.

641

01:03:37.410 --> 01:03:40.560

Randy: Kim brown. I think still likes chocolate. Doesn't she Roxy.

642

01:03:40.920 --> 01:03:44.130

Roxie.O'Brien: She likes herseys candy bars. I keep them inside for her

643

01:03:44.760 --> 01:03:45.600

Patricia Ayres: All day really

644

01:03:45.990 --> 01:03:46.410

Patricia Ayres: Yeah.

645

01:03:47.550 --> 01:03:48.900

Randy: Send her a gift certificate or

646

01:03:48.900 --> 01:03:49.290

Randy: Something

647

01:03:51.180 --> 01:03:52.410

Randy: I'll do, I'll do

648

01:03:53.010 --> 01:03:55.200

Randy: I'll actually do that for and

649

01:03:56.280 --> 01:03:58.980

Randy: Because that she has done an awful lot of work.

650

01:03:59.370 --> 01:03:59.550

On

651

01:04:02.400 --> 01:04:03.690

Jessica Oliver: They say thank you already on em

652

01:04:05.070 --> 01:04:15.660

Randy: Oh really, they probably have to be a particular do they have to be well you have to have it. I'll do it through an official channel so that it's acceptable as a delivery. You know what I mean.

653

01:04:18.630 --> 01:04:20.550

Randy: You can't just drop things off anymore. Right.

654

01:04:22.710 --> 01:04:24.120

Roxie.O'Brien: Depends on what office you drop them off at

655

01:04:29.250 --> 01:04:29.700

Roxie.O'Brien: Sorry.

656

01:04:30.270 --> 01:04:31.860

Lisa Schaertl: No, that's great. Thank you.

657

01:04:31.860 --> 01:04:32.340

Lisa Schaertl: So much

658

01:04:33.690 --> 01:04:51.330

Lisa Schaertl: So the next meeting will do our annual organizational meeting Monday, July 20 at 7pm and to be announced. Right now, the executive order extends the ability to open to have online meetings, only to

659

01:04:53.010 --> 01:04:59.010

Lisa Schaertl: July six, so we have to wait for the wait for update as to whether that gets extended

660

01:05:00.210 --> 01:05:12.750

Lisa Schaertl: And then following that organizational meeting at which we'll swear in our new trustees and we've got a list of things we'll do, we'll have our regular meeting immediately following that in July, so

661

01:05:13.170 --> 01:05:15.750

Kim Sutter: Can you repeat that day. Lisa was it 20?.

662

01:05:16.110 --> 01:05:17.430

Lisa Schaertl: Yeah, Monday, July 20

663

01:05:18.990 --> 01:05:25.440

Lisa Schaertl: So prepare for a longer meeting because we do have a long list of things to do in our organizational meeting and then we'll have a regular meeting.

664

01:05:27.810 --> 01:05:29.220

Lisa Schaertl: Right. Any other questions?

665

01:05:29.280 --> 01:05:30.750

Peggy: yeah this is Peggy

666

01:05:32.100 --> 01:05:42.540

Peggy: Since I wasn't on the meeting in the beginning because of the technical difficulty. What time did you call to order the meeting. And did you actually do a roll call before I got on or did you need me to do that.

667

01:05:42.660 --> 01:05:49.140

Lisa Schaertl: Um, I have, I will have the transcript shortly and I'll send that to you and I'll have those answers for you. I'm

668

01:05:49.290 --> 01:05:50.760

Randy: Like 7:02

669

01:05:53.010 --> 01:05:53.460

Randy: Too.

670

01:05:54.060 --> 01:05:56.520

Jill Persson: Yeah, she waited for you to get on, Peggy.

671

01:05:56.700 --> 01:05:59.370

Peggy: Alright, so with it was like 7:02

672

01:05:59.490 --> 01:06:01.560

Jill Persson: Yeah, two and she waited.

673

01:06:01.650 --> 01:06:03.720

Jill Persson: Okay, before she called the meeting to order.

674

01:06:03.960 --> 01:06:06.900

Lisa Schaertl: I paused the recording while you were working on your audio

675

01:06:06.930 --> 01:06:07.620

Peggy: Thanks.

676

01:06:08.700 --> 01:06:09.270

Jessica Oliver: And I

677

01:06:09.330 --> 01:06:12.000

Peggy: Was like, well, now did you need someone to do roll.

678

01:06:12.000 --> 01:06:13.830

Peggy: Call though, or did you already do that.

679

01:06:13.890 --> 01:06:14.970

Lisa Schaertl: I did the roll call.

680

01:06:15.180 --> 01:06:15.630

Peggy: All right.

681

01:06:15.810 --> 01:06:17.520

Peggy: I think I have the names

682

01:06:17.580 --> 01:06:21.150

Lisa Schaertl: Okay, we didn't call out that it was you we were waiting on

683

01:06:23.100 --> 01:06:23.400

Patricia Ayres: Right.

684

01:06:24.660 --> 01:06:25.020

Lisa Schaertl: Yeah.

685

01:06:25.470 --> 01:06:27.000

Peggy: I did the roll call. And every

686

01:06:27.210 --> 01:06:30.240

Peggy: And I got the names. I did it for everybody in chat. Okay.

687

01:06:31.680 --> 01:06:36.570

Lisa Schaertl: All right, so at 8:10 I'm going to adjourn the meeting and stop the recording. Thanks, everybody.

688

01:06:37.080 --> 01:06:38.040

Roxie.O'Brien: Good night everybody