

Bancroft Public Library
Board of Trustees – Minutes of the May 12, 2020 Special Teleconference Meeting

Present were Ed Donoghue, Rebecca Brown, Alesa Wilson, Rachael Armstrong, Kim Erbe, and Director Susan Getty, who arranged and recorded the meeting.

The meeting was called for the purpose of properly adopting and/numbering the following 2020 Resolutions:

Resolution No. 1 of 2020 Setting the Pandemic Policy of the Board of Trustees of Bancroft Public Library including compensating the Library Director until the regular meeting on April 7 was adopted at a special meeting held on March 26, 2020.

Resolution No. 2 of 2020 Continuing Compensation for the Library Director Per the Pandemic Policy of the Board of Trustees of the Bancroft Public Library until the regular meeting on May 5 was adopted at the regular meeting held on April 7, 2020.

Resolution No. 3 of 2020 Continuing Compensation for the Library Director Per the Pandemic Policy of the Board of Trustees of the Bancroft Public Library between May 5, 2020 and June 2, 2020 was adopted on motion by Rebecca Brown, second by Kim Erbe, all members present voting in favor.

Resolution No. 4 of 2020 Appropriating the Grant from the Shoppe on Broadway to the Bancroft Public Library 2020 Budget was adopted on motion by Rebecca Brown, second by Alesa Wilson, all members present voting in favor.

Resolution No. 5 of 2020 Performing a Transfer Within the Bancroft Public Library 2020 Budget was adopted on motion by Rebecca Brown, second by Alesa Wilson, all members present voting in favor.

Other Business: Regarding the Abstracts and Vouchers which remain unsigned due to the shutdown, the Board agreed they should all be signed when once again we are meeting in person.

The Board agreed to make the deadline for submission of resumes for Library Director June 30, 2020, the Search Committee to meet between June 30 and July 7 to review and select candidates for interview by the Board.

RESOLUTION NO. 1 OF 2020

SETTING THE PANDEMIC POLICY OF THE BOARD OF TRUSTEES OF THE BANCROFT PUBLIC LIBRARY

WHEREAS, on March 7, 2020, the Governor of the State of New York issues Executive Order 202 declaring a state disaster emergency; and

WHEREAS, as a result of the world-wide pandemic underlying the state disaster emergency, the Bancroft Public Library (the Library) may need to close, reduce hours, or reduce staff reporting for duty; and

WHEREAS, the Board of Trustees of Bancroft Public Library (the Board) has duly reviewed the public safety and budget considerations of reducing operations and continuing regular pay during the state of emergency; and

WHEREAS, the Board recognizes that to best serve its area of service and protect the health of the community and its employees, the Library Director may need to be directed to report to work at the Library, to work remotely, or to be on-call but not report to work during routine hours; and

WHEREAS, the Library is a community resource for critical information at this time, and must remain ready to respond to community needs as is within its capacity and budget; be it

RESOLVED that the Board adopts the Bancroft Public Library Pandemic Policy; and be it further

RESOLVED that the Board shall continue to compensate the Library Director as allowed by law and provided by the Bancroft Public Library Pandemic Policy between March 16, 2020 and April 7, 2020; and be it further

RESOLVED that the Library Director and the President of the Board shall maintain ongoing communication and monitor the best approach to address safety and operational concerns, and shall inform the full Board of same; and be it further

RESOLVED that the Board shall reconvene on April 7, 2020 to consider the continuation of compensation in light of what may be needed for the community and the Library to recover from the state of emergency and return to normal operations.

ADOPTED at a special meeting held by teleconference on March 26, 2020, on motion by Kim Erbe, second by, Alesa Wilson. A roll call vote resulted in all members present agreeing and the motion was carried.

RESOLUTION NO. 2 OF 2020

CONTINUING COMPENSATION FOR THE LIBRARY DIRECTOR PER THE PANDEMIC POLICY OF THE BOARD OF TRUSTEES OF THE BANCROFT PUBLIC LIBRARY

WHEREAS, on March 7, 2020, the Governor of the State of New York issues Executive Order 202 declaring a state disaster emergency; and

WHEREAS, as a result of the world-wide pandemic underlying the state disaster emergency, the Bancroft Public Library (the Library) may need to close, reduce hours, or reduce staff reporting for duty; and

WHEREAS, the Board of Trustees of Bancroft Public Library (the Board) has duly reviewed the public safety and budget considerations of reducing operations and continuing regular pay during the state of emergency; and

WHEREAS, the Board recognizes that to best serve its area of service and protect the health of the community and its employees, the Library Director may need to be directed to report to work at the Library, to work remotely, or to be on-call but not report to work during routine hours; and

WHEREAS, the Library is a community resource for critical information at this time, and must remain ready to respond to community needs as is within its capacity and budget; be it

RESOLVED that the Board adopts the Bancroft Public Library Pandemic Policy; and be it further

RESOLVED that the Board shall continue to compensate the Library Director as allowed by law and provided by the Bancroft Public Library Pandemic Policy between April 7, 2020 and May 5, 2020; and be it further

RESOLVED that the Library Director and the President of the Board shall maintain ongoing communication and monitor the best approach to address safety and operational concerns, and shall inform the full Board of same; and be it further

RESOLVED that the Board shall reconvene on May 5, 2020 to consider the continuation of compensation in light of what may be needed for the community and the Library to recover from the state of emergency and return to normal operations.

ADOPTED at its regular meeting held by teleconference on April 7, 2020, on motion by Rachael Armstrong second by Alesa Wilson. A roll call vote resulted in all members present agreeing and the motion was carried.

RESOLUTION NO. 3 OF 2020

CONTINUING COMPENSATION FOR THE LIBRARY DIRECTOR PER THE PANDEMIC POLICY OF THE BOARD OF TRUSTEES OF THE BANCROFT PUBLIC LIBRARY

WHEREAS, on March 7, 2020, the Governor of the State of New York issues Executive Order 202 declaring a state disaster emergency; and

WHEREAS, as a result of the world-wide pandemic underlying the state disaster emergency, the Bancroft Public Library (the Library) may need to close, reduce hours, or reduce staff reporting for duty; and

WHEREAS, the Board of Trustees of Bancroft Public Library (the Board) has duly reviewed the public safety and budget considerations of reducing operations and continuing regular pay during the state of emergency; and

WHEREAS, the Board recognizes that to best serve its area of service and protect the health of the community and its employees, the Library Director may need to be directed to report to work at the Library, to work remotely, or to be on-call but not report to work during routine hours; and

WHEREAS, the Library is a community resource for critical information at this time, and must remain ready to respond to community needs as is within its capacity and budget; and

WHEREAS, the Board reconvened on May 12, 2020 to consider the continuation of compensation in light of what may be needed for the community and the Library to recover from the state of emergency and return to normal operations, now, therefore, be it

RESOLVED that the Board adopts the Bancroft Public Library Pandemic Policy; and be it further

RESOLVED that the Board shall continue to compensate the Library Director as allowed by law and provided by the Bancroft Public Library Pandemic Policy between May 5, 2020 and June 2, 2020; and be it further

RESOLVED that the Library Director and the President of the Board shall maintain ongoing communication and monitor the best approach to address safety and operational concerns, and shall inform the full Board of same.

ADOPTED at a special meeting held by teleconference on May 12, 2020, on motion by Rebecca Brown, second by Kim Erbe. A roll call vote resulted in all members present agreeing and the motion was carried.

RESOLUTION NO. 4 OF 2020

**APPROPRIATING THE GRANT FROM THE SHOPPE ON BROADWAY TO THE
BANCROFT PUBLIC LIBRARY 2020 BUDGET**

WHEREAS at the April 7, 2020 regular meeting of the Board of Trustees of the Bancroft Public Library, the Board was informed that a grant of \$300.00 had been received from the Shoppe on Broadway, to be used toward new supplies for the makerspace cart, for craft/story time supplies, and for teen takeover night; now, therefore, be it

RESOLVED that the 2020 Budget be amended to appropriate said \$300.00 and apply the same to Budget Line L7410.4.

ADOPTED at a special meeting held by teleconference on May 12, 2020, on motion by Rebecca Brown, second by Alesa Wilson. A roll call vote resulted in all members present agreeing and the motion was carried.

RESOLUTION NO. 5 OF 2020

PERFORMING A TRANSFER WITHIN THE BANCROFT PUBLIC LIBRARY BUDGET

WHEREAS, at the April 7, 2020 regular meeting of the Board of Trustees of Bancroft Public Library, the Treasurer informed the Board of a deficit in Budget Line L7410.4, and it being established that there is an ample amount in Budget Line L7410.2 to cover the deficit; now, therefore, be it

RESOLVED that the Treasurer be directed to transfer \$2500.00 from Budget Line L7410.4 to L7410.2.

ADOPTED at a special meeting held by teleconference on May 12, 2020, on motion by Rebecca Brown, second by Alesa Wilson. A roll call vote resulted in all members present agreeing and the motion was carried.