

**Bancroft Public Library
Board of Trustees – Minutes of the August 4, 2020 Meeting**

Present were Ed Donoghue, Kim Erbe, Alesa Wilson, Rachael Armstrong, and Rebecca Brown. Also present were Deputy Director Karen Hickland, Friends Treasurer Wendy Hunter, Town Council member Brenda Levy, and Paula Krieg.

Rachael Armstrong made a motion, Alesa Wilson seconded, to approve the July 7, 2020 regular meeting minutes as amended, and the July 21, 2020 special meeting minutes as presented. All were in favor and the motion was carried.

Public Comment: None.

Correspondence: NYSED *Federal and State Grant Quarterly Status Report* for the 2018 Construction Project.

Finance Officer's Report: Vouchers from the Library Fund Nos. 50 through 54 and totaling \$2778.09 were audited and ordered paid. Rachael Armstrong made a motion, Alesa Wilson seconded, to accept the Financial Statements as presented. All were in favor and the motion was carried.

Library Director's Report: See attached

Committee Reports: Program Planning—none.

Library Courtyard—The Committee will be meeting on Thursday, August 6 at 6:30 PM.

Old Business: Regarding the Provisional Charter registration and Petition to Amend Provisional to Absolute, it's still under review, but they were very pleased with the Board's submission of new policies and responses to their questions and comments.

There is no word yet on the 2020 State Aid for Library Construction Grant submitted last September.

Regarding the 2020-2021 State Aid for Libraries Construction Grant, Alesa Wilson made a motion, Rachael Armstrong seconded, to proceed with an application for the purchase and installation of six (6) new historically-appropriate windows facing the courtyard. The 2018-2019 construction grant we received was amended to delete the windows from that project.

Rachael Armstrong made a motion, Alesa Wilson seconded, to adopt Level 4 of the Reopening Plan, revised at the August 4 regular meeting. All were in favor and the motion was carried. In addition, Ed Donoghue made a motion, Rachael Armstrong seconded, to authorize the Director and Deputy Director to move up to Level 4.

New Business: With the installation of the ductwork to the new AC air handler, light from existing fixtures is blocked. Library Liaison will inform the Trust Board at the next meeting.

It was suggested that Lori and Karen look into becoming notaries.

Regarding sanitizing Proudfit Hall after Court sessions, Ed Donoghue said he would speak with Judge Baylor.

We need to be thinking about the upcoming budget season.

Other Business: None.

The next regular meeting was set for Tuesday, September 1, 2020 at 6:30 PM.