

Watkins Glen Library Board of Trustees

Minutes

August 12, 2020

The Watkins Glen Public Library trustees meeting was convened via Zoom at 5:15 PM on Wednesday, August 12, 2020. Present were Maggie Field, Judi Richards, Judy Phillips, Stacey Edwards, Anthony Fraboni, Tracy Savard,

The minutes of the July 8, 2020 meeting were reviewed. Judi made a motion to approve the July minutes, Judy seconded. All were in favor.

Treasurer's reports were reviewed. The summary cover sheet was missing, Tracy will forward when she receives it from the school. Tracy will talk to Chemung Canal Trust Company about the "endowment" fund. Stacey made a motion to accept, Maggie seconded. All were in favor.

Director's Report is attached.

Discussion:

- Curbside pick up is going well. A discussion was held about expanding services. Maggie said that the reservation system was working well at Atwater Winery, liked the idea of in house reservations and flexibility for walk ins. Tracy said that majority of patrons have been thrilled they are getting any services. Staff have been helping people with copying faxing, printing as possible. 2-6pm doesn't work for everyone so if people call they have been able to make alternate arrangements. A decision was made to try and allow limited computer use by reservation only and to advertise that we have some flexibility—patrons needs to call and discuss their needs.
- Next month possibly we can expand to evening computer appointments by reservation only—staffed by volunteers who feel comfortable doing so.
- ALA guidelines for book quarantine increased to 96 hours. The library is following the guidelines.
- A discussion of ideas to replace the Volunteer's Recognition dinner for this year--Judi will follow up.
- Decided to not put out book cart with books that can be taken for a donation. The backroom is being cleaned out so not out of storage room yet.
- RE Kelly has visited multiple times but has not started work on entrances.
- Tracy submitted intent to apply for construction aid for Phase II of the project.
- Beth's laptop is still missing. Stephen does not know what happened to it. We are not paying for a maintenance agreement with STLS. Tracy will check to see whether it can be traced.
- Employment agreements have been completed.

Maggie motioned to adjourn, Judi seconded, all in favor. Meeting adjourned at 5:47pm.

Next meeting is Wednesday, September 9, 2020 at 4:15pm.

Minutes submitted by Stacey Edwards, Secretary.