

Watkins Glen Library Board of Trustees

Minutes

September 9, 2020

The Watkins Glen Public Library trustees meeting was convened via Zoom at 4:00 PM on Wednesday, September 9, 2020. Present were Maggie Field, Judi Richards, Judy Phillips, Stacey Edwards, Anthony Fraboni, Tracy Savard. Invited guest Justin Faulkner of Chemung Canal Trust Co.

We started out the meeting by discussing the 7 year structured CD that just matured. This is funds left from the original building construction earmarked for future building maintenance that we sometimes refer to as the "endowment". Justin presented the no-risk investment options but due to interest rates being extremely low no action will be taken at this time. Justin left the meeting.

The minutes of the August 12, 2020 meeting were reviewed. Judi made a motion to approve the August minutes, Maggie seconded. All were in favor.

Treasurer's reports were reviewed—both the correction to the June report and the August report. Stacey made a motion to accept the June report, Judi seconded. All were in favor. Stacey made a motion to accept the August report, Judi seconded. All were in favor.

Director's Report is attached. Discussion:

- Curbside pick up is going well. Virtual programs are going well.
- Construction going well. The entrance off the parking lot is complete.
- Tracy asked who owns/maintains the asphalt sidewalk to the south of the library. It is in bad shape. We need to investigate.
- Discussion of reopening: We will continue with curbside even when library does reopen. None of the Schuyler County libraries are open. We brainstormed options and concerns for opening of Watkins library. A decision was made to follow up via email. We can vote on a re-opening policy prior to next meeting via email.
- Tracy had Trane look at HVAC system to see if we could improve filtration or the AC system. Trane provided some quotes to add "Merv 11" or "Merv 13" filters to the furnace and bipolar ionization to the AC. Neither recommendation is inline with ASRAE updated COVID guidelines. Further investigation is required.
- The library is partnering with the Lions Club to offer home delivery of library materials.
- Alexandra will be doing home delivery of materials to learning pods.
- We have received STEAM kits and are putting free activity kits out on the curbside pick up table. Maggie will advertise these resources within the school community.
- Tracy is working on construction grant application which is due September 25.
- Judi was asked to write a newsletter article promoting FOWL. Tracy will promote on Facebook and Instagram. FOWL may be a good fit for some high school students as well.

Meeting adjourned at 5:10pm.

Next meeting is Wednesday, October 14, 2020 at 4:15pm. Minutes submitted by Stacey Edwards, Secretary.