

Ogdensburg Public Library Board of Trustees Meeting

April 14, 2020

Minutes

Board present via Zoom: Michelle McLagan, Ann Lesperance, Kathleen Lawrence, Shelley Bond, Marc Boyer, Cheryl Ladouceur, Barbara McDonough, Jane Pinkerton, Mary Margaret Small

Staff present via Zoom: Penny Kerfien, Stephanie Young, Dorian Lenney-Wallace

Guests: none

The meeting was called to order at 6:07 pm.

Public comments: none

Approval of the agenda: Motion by Marc Boyer and seconded by Ann Lesperance to approve the agenda. *Unanimous*

Guest presentations: none

Approval of the March 2020 minutes: Motion by Ann Lesperance and seconded by Jane Pinkerton to approve the minutes from the March 2020 meeting. *Approved with one abstention.*

Statistical and Financial Reports: Motion by Mary Margaret Small and seconded by Marc Boyer for approval of the bills paid in March. No reports from the city as of today. *Unanimous*

Director's Report: The director has been going into the library periodically to handle mail and bills. Staff are participating in webinars and working from home. Some painting is being completed. The referendum money has been received from the Ogdensburg City School District.

Adult Services Report: No additions

Youth Services Report: The summer reading program will begin early and continue through the end of August. A promotional video will be sent to the school district and be available on the Ogdensburg Public Library website inviting children and youth to participate. Stories have been read using technology.

Chairperson's Report: There is a regular sharing of resources among area librarians and NCLS to share and promote programming, policies, and procedures.

Committee Reports:

- A. Building and grounds: none
- B. Policy and personnel: none
- C. Finance: none

Unfinished Business:

- A. Frederic Remington Art Museum-no discussion since the last meeting
- B. Northern New York Community Foundation – details are being worked out

New Business:

- A. **Policy for Resuming Partial or Full Service Following an Emergency Closure:** Motion by Cheryl Ladouceur and seconded by Jane Pinkerton to adopt the Policy for Resuming Partial or Full Service Following an Emergency Closure. *Unanimous*
- B. **Resolution 2020-02:** Motion by Cheryl Ladouceur and seconded by Mary Margaret Small to adopt Resolution 2020-02 To Continue Level 3 Emergency Closure and Pandemic Response Plan. *Unanimous.*

Anticipated Executive Session: none

Adjournment: Motion by Mary Margaret Small and seconded by Marc Boyer to adjourn at 6:42 pm.

Respectfully submitted,

Kathleen Lawrence, Secretary