

Roeliff Jansen Community Library Board of Trustees

Via Video-conference - Zoom

Tuesday, April 21, 2020 4:00pm

Present:

Pat Placona
John Cady
Meg Wormley
Len Barham
Barbara Barrantes
Ron Bixby
Marilyn Gross
Colleen Lutz
Steve Smith
John Thompson
Joan Wallstein
Joyce Lapenn
Jane Plasman
Ned Schneier
Tammy Gaskell
Shelly Matthews

Absent:

Marian Dodds
Mike Citrin
Paul Schlesinger

Pat read the Governor's order suspending some requirements of the Open Meetings Law.

Review and approval of Minutes – March 10, 2020: Motion to approve made by Ned, Steve seconded, motion passed.

Treasurer's Report – Meg Wormley: Monthly Financial Report, RJCL Treasurer's Report (see reports); Thanks to Meg and Tammy for the PPP loan; Bank of Greene County was very helpful; Meg reported that the RJCL Executive Committee approved the loan; Meg moved that the entire Board ratify the approval; Joan seconded; passed unanimously. Meg reported that the year's income would be down. The library does not get any savings from having the building closed. Meg projects that income will be down by \$41,000, expenses will be down by \$20,000: projected cash shortfall is \$31,500. Leah is paying bills from home; almost all bills are paid electronically; Meg can write bills as necessary. Meg asked to approve the warrant report; Pat moved, Steve seconded, passed.

Director's Report - Tamara Gaskell: (see report); The state construction grant is on hold; applied for an extension for a year, should be approved; work may be done in the fall; Tammy has gotten quotes on an EV charging station; Tammy proposed that when parking lot is paved, electrical work should be done for the charging station, at a cost of

\$2,100. Ned reported that some work at the college has been approved to be done because the college is closed; he asked if that might be available to the library. Ned moved that we go ahead with the electrical work, Steve seconded, passed unanimously. We need to do the sexual harassment training every year; Tammy proposed that we have a Board training by Zoom. There is free online training available. Tammy will arrange a time. The committee - Pat, Jane, Meg, Joyce, John, Haylee, Tammy, and Len - completed the draft of the Five Year Plan. Motion to approve by Steve, seconded by Meg, passed unanimously. Library re-opening: perhaps May 15, as per the governor. We will need further guide-lines. We will need more supplies; we may purchase plastic shields for the circulation desk; we will need a plan for how we let people in to the library. Discussion regarding how to proceed. Tammy will take the lead on reopening.

Friends' Report: Shelly Matthews: The Friends will give an unrestricted grant of \$10,000 now rather than later. When the bookshop is up and running, the Friends will begin earning money again, hopefully, by June.

Committee Reports:

Acquisitions - Ned Schneier: no report

Art Committee - Ned Schneier: no report

Civic engagement - Ned Schneier: no report

Building Administration - Ron Bixby - Mike Citrin: Ron is scheduling a building committee meeting for May 4; Tammy put an agenda together.

Development - Joyce Lapenn: 27 Business Partners to date, half of what was expected; so far, \$5850. National Lib Week raised less money than in the past, \$6,330; 80 gifts. To date, we have received \$9,350. Meg asked about waiting until mid-May for asking for virtual Gala donations. We will proceed in May. Marilyn: there will not be an auction or raffle this year. Pat: a 1962 Buick was donated to the library; we will auction/sell it to raise funds. Seth Fallon offered to sell it without a fee.

Human Resources - Jane Plasman: complemented the great work of the staff during this period. Tammy expressed pride in the work of the staff.

Nominating - John Thompson: no report

Discussion: New Business: Jane: we are not going for the 414 this year; getting petitions signed would be difficult; asking for an increase in taxes would be difficult at this time; we will move ahead in 2021. Thanks to Tammy and Meg for the Annual Report mailing. It went to 5700 addresses.

Old Business - Follow-up Items - Len Barham: none

Adjourn: motion made by Len, Barbara seconded, motion passed.