

Morrisville Public Library
Special Meeting
May 4, 2020

The meeting was called to order at 6:36pm via google video conference. The meeting was also video recorded and the transcript is available. Chat feature was available but not utilized.

Roll Call – Robin Branch-Staelens, President; Erin Dutcher, Secretary; Kevin Rounds, Trustee; Beverly Campbell, Trustee; George Kelly, Trustee; and Michelle Rounds, Library Manager. Also present, Laurie D. as interpreter.

Absent – Breck Newton, Trustee; and Kelly Foster, Trustee.

Reopening Plan –

- Michelle reported that Governor Cuomo reported 4 phases of reopening today and public libraries are currently in the last phase. Many libraries are preparing to appeal his decision and request an earlier phase to allow for curb-side pick up.
- Madison County has recently had an increase in active cases of Covid-19, due to this it is anticipated that reopening in the county will take some time.
- Options for safety were discussed for the library;
 - Non-contact thermometer – one has been ordered.
 - Paper masks – Michelle has approximately 100 from Mid-York.
 - Reusable fabric masks – Robin to make some for staff to allow for washing.
 - Hanging plexiglass barriers – discussed how to support the barrier, sizing needs and ease of use.
 - Standing plexiglass barriers – an example was provided from a local retail establishment, Erin will get more information on cost for purchasing. If this is costly, Michelle also is aware of other options for this need. This version of a barrier may need modification to ensure it does not damage the circulation desk.
- A motion was made for the library to purchase 2 hanging plexiglass barriers and one standing plexiglass barrier. George motioned, Robin seconded, all were in favor. Motion passed.
- Phases of opening were discussed. Michelle will provide the Board with additional details and full plans as they are finalized. Current tentative plans include:
 1. Curbside only
 2. Separation of space by 6 feet
 3. Metered access only
 4. Non-metered access
 5. Programs resuming (not planned for until at least after summer)
- Additional health/safety details:
 - All patrons and staff will wear masks at all times
 - Cleaning procedures after each patron in a specific area
 - Restrooms and the drinking fountain will be closed initially
 - A large donation of hand sanitizer is available for use, Michelle has verified that it is not expired

- Currently all items are being delivered to Michelle's house for ease of inventory and access to materials. Michelle is quarantining items for a few days before opening.

2021 Budget Vote –

- The current budget vote has been postponed via NYS to June and will be through absentee ballots.
- Other libraries are proceeding in different ways;
 - Utica and Clinton have cancelled their propositions,
 - A few are still unsure, and
 - Five have kept their original proposals on the ballot.
- Petitions for Trustees are only required to now have one signature and are due this Friday (or following Monday). Michelle to verify the details.
- Kevin made a motion to keep the current budget request on the voting ballot for the upcoming June absentee ballot, George seconded, all in favor. Motion passed.

Summer Reading Program –

- Summer Reading Program was reviewed; to be virtual, without performers or group programming.

Other –

- There is a good response to the library's facebook page, some items have 150 views. Currently posting library pictures, stories, crafts, activities, and community inclusion events. To be posted in the future are plans for scavenger hunts and virtual trivia night events.
- Michelle is anticipating a period of no Mid-York deliveries due to regulations, library status' and risk to public health to be sharing materials. The library also plans to restrict borrowing quantities for a period to reduce health risks to staff and patrons. All items will be quarantined for a period of 4-5 days to reduce staff handling and cleaning procedures [which may damage materials].
- Michelle is looking at alternate fundraising ideas through ARSL (a small library group/cluster); ideas to come.
- Services Fundraiser – Erin and Robin will continue working on the revisions to the Services Fundraiser. All changes will be sent to Michelle by June 1st to allow for July 1st mailings.
- Facebook is having 'Giving Tuesday' tomorrow and Michelle will plan to post as an additional fundraising opportunity.

Kevin motioned to dismiss, George seconded the motion, all in favor. The meeting was dismissed at 7:13pm

Respectfully Submitted,

Erin Dutcher

Trustee, Secretary