Easton Library Board Meeting

June 7, 2021 @ 7:30PM

Zoom meeting

In Attendance:  Jennifer DeCarlo (Director), Linda Borden, Mary Jane Connor, Chelsie Henderson, Nellie Lovenduski, Peter Read, Patricia McFee, John O’Brien (absent)

Approval of March 22, 2021 Organizational Meeting minutes: Mary Jane notes a correction needed and motioned to approve, Peter second the motion, minutes accepted with correction. Motion passed unanimously.

Approval of April 19, 2021 meeting minutes: Peter motioned to approve, Mary Jane second the motion, minutes accepted. Motion passed unanimously.

Treasurer’s Report:  Chelsie motioned to approve, Linda second the motion, report accepted. Motion passed unanimously.

President’s Report:  SALS reviewing re-opening rules and stages towards fully re-opening.

Director’s Report:

* In early May, there was a technology course offered by SALS on the use of One Drive. Would like to offer Jack’s technology courses to other library staff members.
* The Greenwich Central School District budget passed. Library Proposition passed as well.
* Received a letter from Daphne Jordan informing the library that the members of the respective Minority Conference did not receive Bullet Aid from the Majorities.
* Cynthia Blake-Moore donated a framed poem entitled “Children are Like Trees”. It is hanging in the Juvenile Room.
* Nine families took advantage of “Garden Pots for Kids” through Washington County Cornell Cooperative Extension.
* Linda and Jen worked on re-opening to service level C, which occurred on May 19th.
* Jack Scott, from SALS, put ancestry.com on the library website. Library patrons can now access the site from home through our website.
* Summer Reading program sign-up runs until June 30th. There will be 3, 45 minute pre-recorded video drumming sessions offered by M’Bemba Banjoura. Participants will be given the opportunity to submit their own recorded drumming videos for a chance to win a drum!
* Barb Skiff decorated and put the Juvenile Room back together.
* Amaris Liynip put together a Reading Rainbow display in the entry way case.
* The Hannaford Community Bag program raised and donated $184 to the library.
* Aaron Gabriel gave Jennifer a list of book recommendations to purchase for the farming collection for the library.

Old Business:

* Internal Controls and Accountability Plan:  Peter motioned to approve, Linda second the motion. Motion passed unanimously.
* Motion by Mary Jane to delete Pat Ruppel’s name from check signing and to replace with Chelsie Henderson. Peter second the motion. Motion passed unanimously.
* Motion to have Daniel Petteys audit the library’s financial books and to be a resource for Peter. Daniel will work on a pro-bono basis for the library. Peter motioned for approval, second by Chelsie. Motion passed unanimously.
* Linda will look into how other libraries store financial documents and information and about getting a computer for Peter through SALS to use for solely the library’s financial documents and purposes.
* The secretary is to continue the past practice of printing out the approved meeting minutes and then filing them in the appropriate 3-ring binder.

New Business

* Would like to begin offering HOOPLA to patrons (digital media services-books, TV programs, movies, audio books, etc). Motion to begin contract by Patty, second by Peter. Motion passed unanimously.
* There is a link on the library’s Facebook page for a local Internet Service Reliability survey.
* Fax machine policy update. No cost for local and long distance faxing. Free offer to the community. Motion by Mary Jane, second by Patricia. Motion passed unanimously.
* Juneteenth policy: Following NYS policy, the library will celebrate and honor Juneteenth on the day of the holiday, June 19th, each year. The library will be closed that day. Motion by Mary Jane, second by Linda. Motion passed unanimously.

Motion to adjourn at 9:22PM by Mary Jane, second by Peter. Motion passed unanimously.

Next board meeting will be July 12th, 2021 @ 7:30PM