

Easton Library Special Board Meeting
August 9, 2021, 2021 @ 7:30PM

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

A special meeting was called to discuss two items: the purchase of a laptop for use by the treasurer to keep financial records and process payroll information and approval of a plan required by NYS concerning airborne disease procedures.

Discussion: Our treasurer's personal laptop is beginning to work too slowly and may be in danger of crashing. SALS bulk order for a laptop would take 6 months or more. The SALS technical staff will help locate a laptop that will have the specs required. It will be a single order.

Motion: To purchase a laptop. The laptop will be used solely for library financial records and payroll information. The treasurer will keep the laptop secure. Motion made by Mary Jane and seconded by Peter. Passed unanimously.

Discussion: NYS now requires association libraries to adopt a plan to follow during future airborne infectious disease pandemics. They have provided a model plan for adoption, or a library can write its own plan following given parameters. Jennifer and Linda have worked to adapt the model plan to our circumstance at the Easton Library. A copy of the adapted model plan was sent to trustee via email.

Motion: To adopt the Model Airborne Infectious Disease Exposure Prevention Plan. Motion was made by Peter and seconded by Patricia. Passed unanimously.

Next meeting date is September 13, 2021, at 7:30

Motion to adjourn meeting by Patricia, seconded by Peter. Meeting was adjourned at 8:20