

Clarence Public Library Board of Trustees Meeting Minutes
Monday, June 1, 7:00 pm
Live Conference Call / GoTo Meeting Video Conference

I. Call to Order at 7:11 PM by President Judy Hilburger.

II. Roll Call:

Present: President Judy Hilburger; Vice President Michele Mogavero; Secretary Joseph Zinni; Treasurer Marjorie Ebersole; Trustee Marlene Arno; Trustee Joan Schultz; Library Director Monica Mooney

Excused: Town Board Liaison Christopher Greene; Trustee Anita Ballow

III. Approval of Minutes from May 26, 2020

- The minutes from May 26, 2020 were approved with three changes. The Reopening Plan and COVID-19 Reopening Safety Plan follow the New York Forward Safety template and this was included at the beginning of each paragraph. Also, the original June meeting is Monday, June 29, 2020.

Motion: M. Ebersole; 2nd M. Arno. Unanimous

IV. Unfinished Business

- **Revision of Modified Open Hours for Reopening** – After further discussion with other library directors, it was determined by Monica that the temporary hours that were approved by the board last meeting would not be acceptable. There is a protocol that we need to follow for sanitizing the library and for staffing and the approved hours would not meet these requirements. As a result, the proposed new temporary hours beginning on June 15th are as follows

- Monday 10-5; Tuesday 10-5; Wednesday 10-5; Thursday 12-7; Friday 10-4; Saturday 10-2

- These hours are to be in effect until such time as the Clarence Library Board of Trustees passes a resolution to reinstate hours as allowable under New York Forward and the County of Erie.

Motion: M. Mogavero; 2nd M. Ebersole. Unanimous

- **COVID-19 Reopening Safety Plan Maintenance/Update** – Monica and Judy attended a virtual meeting for the library system that was hosted by a lawyer on Friday, May 29th. It was suggested in that meeting that each library should have a group of people meet every two weeks to review, monitor and update the safety plan. Monica, Marlene and Joe volunteered to review our safety plan. They will be responsible to communicate any changes to the board.

Motion: J. Schultz; 2nd M. Ebersole. Unanimous

V. New Business

- **Amendment of *Rules of Conduct*** – The *Rules of Conduct* will now include that all patrons two years and older are required to wear face coverings in accordance with the Executive Order.

Motion: M. Mogavero; 2nd M. Ebersole. Unanimous

VI. Next Meeting

The next meeting is scheduled for Monday, June 29, 2020 at 7:00 PM. The public is welcome to attend.

VII. Adjournment

A motion was made to adjourn the meeting at 7:40 PM. *Motion: M. Ebersole; 2nd M. Mogavero. Unanimous.*

Submitted by J. Zinni