

Town of Collins Public Library Board of Trustees - Special Meeting

Minutes: Thursday, May 28th, 2020, at 6 pm

Via GoToMeeting: Present: Director Abbie Barten-McGowan, President Holly Martindale, Trustees Helga Ciminesi, Cynthia Dishman, Barb Ferro, Rob Gaylord, Kim Nobles, Edith Schell, Becky Jo Summers, and Elaine Thordahl, as well as staff member Jason Hussong.

1. President Holly Martindale called the meeting to order via roll call at 6:00 PM.
2. There was no public expression.
3. The sole purpose of this special meeting was to approve the library's reopening for pickup service. Director Barten indicated that the entire Erie County library system had been given permission for this service as of Monday, June 1, 2020. She went on to speak about some details of the Town of Collins Public Library Safety Plan, which needed to be in place before the initial steps of re-opening. Barb Ferro moved and Helga Ciminesi seconded a motion to approve the re-opening plan. **The motion carried unanimously.**

Director Barten then addressed the major aspects of the re-opening plan, making one change from the pages the trustees had received via email. She asked that information about tutors re-entering the library be moved from Phase 2 to Phase 3. Trustees all agreed with this change. Director Barten indicated that the initial step of re-opening was simply to allow walk-up service, but no foot traffic inside the library other than staff. Cynthia Dishman moved and Barb Ferro seconded a motion to accept the re-opening plan as amended. **The motion carried unanimously.**

Director Barten then indicated the hours the first week would be Monday 3pm-7pm, Tuesday 10 am - 2 pm, Wednesday closed, Thursday 3 pm - 7 pm, Friday 10 am - 2 pm, Saturday 11 am-3 pm, with staff working at least half an hour before and after these hours for prep and cleaning. She will evaluate the offered hours for the following week and hopes to increase them if the service is going well and there seems to be demand.

The secretary then read the following resolution:

RESOLUTION adopted by the Board of Trustees of the Town of Collins Public Library at a special meeting of said Board of Trustees held via teleconference on the 28th day of May 2020 at 6 o'clock.

I HEREBY CERTIFY, that at a meeting of the Board of Trustees of the Town of Collins Public Library, held via teleconference on the 28th day of May 2020, a resolution was adopted of which the following is a true copy:

WHEREAS, as a regular meeting of the Town of Collins Public Library Board of Trustees the board resolved to remain closed until such a time as the guidance of the Governor of the State of New York supports reopening, and

WHEREAS, the Governor of the State of New York has given permission for retail businesses to offer walkup service, and

WHEREAS, the Town of Collins Public Library has sought the guidance of the Buffalo & Erie County Public Library System and the County of Erie, New York in classifying a library as able to take part in this phase of NY Forward Reopening, and

WHEREAS, the Board of Trustees of the Town of Collins Public Library has approved the Town of Collins Public Library's Library Reopening Plan and the Town of Collins Public Library Safety Plan; and

WHEREAS, this is a quickly changing situation that requires constant monitoring and the ability to make changes to best protect our staff, patrons, and community, therefore be it

RESOLVED, the Town of Collins Public Library shall operate under its reopening plan and begin offering walkup service for hours to be set and monitored by the director in addition to having staff work from home to fulfill library services until such a time as the library feels they are prepared and may legally open further to the public. The Town of Collins Public Library Board of Trustees shall reconvene as necessary.

Ayes: __9__

Clerk: __Edith G Schell__

Noes: __0__

Elaine Thordahl moved and Becky Jo Summers seconded a motion to adopt the resolution as presented. **The motion carried unanimously.**

4. There was no public expression.

5. The meeting was adjourned at 6:15 PM.