

Town of Collins Public Library Board of Trustees – Safety Committee Meeting

Minutes: Thursday, November 5, 2020 @ 6 pm

Via GoToMeeting: Present: President Holly Martindale, Director Abbie Barten-McGowan, Trustee Barb Ferro, Rob Gaylord

1. Called to Order at: 6:06 pm

2. Regularly scheduled meeting 11/2/2020 was pushed back to 11/5/2020 because of Election Day. Also the B&ECPL System sent out a new set of policies concerning Micro-Clusters defined by New York State that needed to be put into place ASAP. Abbie worked to have a draft ready and sent it out very rough on 11/2/2020 to committee members.

There were no changes or updates to the safety or reopening plans.

Food at library programs was discussed.

With the HEPA filters and other precautions in place, there is always a risk involved in taking off the mask. The group wondered if it is really necessary to have food. We looked at the Gowanda CSD school system as a guide, which uses neither partitions nor HEPA filters. Want to provide at least same safety level as schools. Minimizing exposure and duration. Want it to be quick, and as far apart as possible. We discussed that no other libraries were doing programs with food right now.

It was the committee's consensus to have no food right now. During a longer program, we can allow for a 15 minute outside break where they can remove their mask, and eat outside if they choose, while remaining socially distant.

The Micro-Cluster Plan and Micro-Cluster Walk-up and Curbside Service Plan were discussed.

B&ECPL System gave the Contracting Member Libraries copies of what was in place for Central and the City Branches. Upon review, Abbie and a number of other directors had quite a few questions about logistics and System services. Abbie plans to attend a meeting with other directors and a System Contact about these on Friday 11/5/2020. She will then update the documents and resend them. Rob made some suggestions for how to alert the community that the library is closed, and Abbie said she would add them to the document.

3. Meeting adjourned at 6:40 pm

Respectfully submitted, Abigail Barten-McGowan, Director