

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

Minutes: Saturday, December 19, 2020 @ 2 pm

Via GoToMeeting: Present: President Holly Martindale, Director Abbie Barten-McGowan, Trustees Barb Ferro, Rob Gaylord, and Edith Schell

1. Called to Order at: 2:02 pm
2. The regularly scheduled meetings of 12/2/2020 and 12/16/2020 were cancelled because there were no new updates to the plans.

On 12/17/2020, the B&ECPL System sent out a letter from County Executive Mark Poloncarz, and an update to the System's Plan concerning Micro-Clusters defined by New York State. Abbie talked to Holly and sent out info for an emergency session to go over this as soon as possible, as this could take effect as soon as Monday 12/21/2020. Abbie worked to have a draft of an updated Micro-Cluster Plan ready and sent it out on 12/18/2020 to committee members, and scheduled the meeting.

There were no changes or updates to the Safety or Reopening plans or Curbside Plan.

The Micro-Cluster Plan was discussed.

County Executive Poloncarz's attached letter stated that there was no requirement that libraries be closed in an Orange Micro-Cluster Zone, and highly encouraged libraries to reconsider their plans.

The B&ECPL sent out their updated Micro-Cluster Plan for reference. The Orange and Yellow Zones have added two Levels (no differences between color), based on the number of new cases in a 7 day period by zip code. We would only be looking at the zip code the library building is located in: 14034.

Abbie (via email 12/17) asked B&ECPL Director Mary Jean Jakubowski approximately when she would receive the reports to send on to the Contracting Member Libraries, and Mary Jean said she expected them about noon each Monday, and would immediately forward to Contracting Member Libraries, which would allow decisions to be made for Tuesday changes to service. Abbie also asked Mary Jean about special populations in a zip code, and was informed they are not removed, i.e. the prison.

Abbie had some editing changes in her draft. The Committee discussed the updated plan from the System. There was a lot of discussion about what levels of service the staff would be comfortable with, and what level the community may be at, and how to provide service while protecting our staff and patrons.

The committee liked that the new metric provided a much more dynamic and current rate to judge COVID spread.

In the end, the committee decided to use the plan in the B&ECPL outline, with minor changes for our particular building for Yellow and Orange Micro-Cluster Zones. Red Zone elements remained the same. As the staff sees how it is working, adjustments may be necessary.

3. Meeting adjourned at 2:57pm

Respectfully submitted, Abigail Barten-McGowan, Director