

Transcript of the November 19, 2020 Grand Island Library Special Board meeting

00:06

are we live jen

00:08

um does it say live up at the top yep

00:10

now yes it does

00:12

yes we are good sir all right i'll call

00:15

the meeting to order at 402

00:17

and ask the roll call to be read

00:21

hey uh crawford here

00:24

and a sec here

00:28

here becker here

00:31

hines benny

00:35

here and rizzuto i'm here okay

00:39

all present i'll entertain a motion to

00:42

accept the minutes

00:43

from the meeting of november 5th

00:47

i'll move to accept the minutes

00:51

i'll second move by trustee becker

00:54

seconded by trustee banzak

00:56

any further discussion

01:01
hearing none i'll call the question all
01:03
in favor say aye
01:05
aye aye any opposed
01:08
motion passes item two is the financial
01:12
reports which are being moved to our
01:14
next meeting
01:16
thank you along with the claims audit
01:18
abstract report
01:22
any correspondence also being moved to
01:24
the next meeting something did come up
01:26
this week
01:27
um we did receive the tower
01:30
donation for for this year um so we um
01:34
they gave us five five thousand okay
01:36
great
01:38
so it's down from 10 is that it i
01:41
haven't received 10
01:42
since since i've been here i think the
01:44
last time they gave 10 was when pat was
01:46
still here

01:49
do we send a thank you note and and tell
01:52
them
01:53
uh what we've used the money for yeah i
01:56
i usually do it
01:57
it's been it's been crazy so that that's
01:59
on my list for
02:00
tomorrow once it slows down a little bit
02:02
so
02:05
you can put it off a month as far as i'm
02:07
i just want to know that we send one
02:09
that's all
02:10
yeah i i will because it's been i think
02:12
they gave it to me on the 10th so yeah
02:14
i'm trying to get that as soon as
02:16
possible
02:19
all right great that's that's great news
02:21
to get that 5000
02:23
under the circumstances um old business
02:28
bridget okay so let me stop sharing this
02:30
one

02:31

uh first piece is the micro cluster

02:34

policy let me find it what do i do with

02:37

it

02:38

i have five million windows open

02:44

okay so at this point um you guys have

02:46

had access to it for i think about

02:48

10 days to two weeks so um

02:51

i got it well let's see agnes and jill

02:55

and i

02:55

met to go through this policy as well as

02:58

the telecommuting policy which is coming

03:00

next so thank you for that that was a

03:01

very uh

03:02

uh productive meeting um outside of that

03:05

i got

03:06

feedback from pat stix giving us a

03:08

thumbs up um i got a little bit more

03:10

feedback from jill uh just changing a

03:12

couple of uh

03:14

semicolons and such um otherwise unless

03:18
anybody else has any other questions on
03:20
this thing then uh
03:21
i'm ready to go live with this tomorrow
03:24
so so
03:24
tomorrow you know as we know the
03:27
governor's
03:28
put everybody in orange in erie county
03:30
pretty much
03:31
um so i'm ready to move to curbside
03:33
starting tomorrow morning
03:37
so for the good of anybody who watches
03:39
this video later that means um
03:42
library is closed to patrons um but you
03:45
can call in
03:46
or go online to our facebook page or the
03:49
library's website
03:50
at buffalolive.org we have an online
03:54
form
03:54
where people can order items because i
03:57
imagine the phone's going to be ringing

03:59
off the hook once once this starts going
04:02
um book drop will be open and
04:05
the whole system is still in effect so
04:08
patrons can still place holes throughout
04:09
the system we'll still be getting
04:11
deliveries from central five days a week
04:14
bridgette do you do you have that um
04:17
where
04:18
it could be put in writing and given to
04:20
our
04:21
uh over to the town for the web our town
04:24
website to be posted
04:25
um it's on the facebook page it's on the
04:27
website i actually emailed rhonda deal
04:30
about about an hour and a half ago with
04:31
it all right great
04:32
nice job thank you yeah we i
04:36
sat down with the supervisor i think a
04:38
little bit yesterday and today
04:40
just wondering if he wanted any more

04:42

additional information

04:44

um i let him know the kinds of things

04:46

that we've been communicating about

04:48

and we just talked about getting that

04:50

information out there to the public so

04:52

thanks for sending that she was going to

04:53

ask for it if you didn't already send it

04:55

so thanks for being on top of it

04:57

okay i wonder if we should also

05:00

send it to the school district and ask

05:02

them to put it on their website

05:04

they're closed down too i guess too

05:06

right yeah

05:10

because i started getting a couple

05:11

teachers who tutor to call to find out

05:14

so

05:14

i i do think that would be a good idea

05:16

to send it do would i send that to dr

05:18

graham

05:18

although it's probably good for him to

05:20

know anyway well you could

05:22

yeah you could send it to him and he

05:23

could ask him to forward it on to the

05:25

i.t department

05:26

okay i'll do that

05:30

any other discussion before i call

05:34

for a well

05:38

you know we can just

05:41

why don't we get it moved and then go

05:42

under discussion again

05:44

okay that's fair i'll entertain a motion

05:46

to accept

05:48

the microphone cluster policy

05:51

moved by was that you pat yep

05:54

move by pat i'll second it seconded by

05:57

trustee earn

05:58

any further discussion yeah i i just

06:02

was curious as to the curb side we've

06:04

done this before and i was

06:06

wondering uh have there been any

06:08
modifications or did you learn anything
06:10
from the first time we did it
06:13
um i mean because it was the first time
06:15
and we didn't know so i was being really
06:17
regimented and strict about how how
06:19
everything gets done i mean the
06:21
health and safety stuff was the easiest
06:23
part of the whole thing
06:24
um i can we've streamlined it down
06:28
since since march so it's it's actually
06:30
a lot easier on the staff than it was
06:31
before
06:32
it'll look the exact same on the patron
06:34
side so but
06:35
it was just basically us figuring out
06:37
the best way for us
06:38
to fulfill the orders for for for people
06:41
and we've gotten a lot better at it
06:44
and that's basically by email right
06:47
um or do you also do it by phone

06:50

both okay so that so there's a google

06:54

form

06:54

the link is on the website it's on the

06:56

facebook page

06:57

um people can choose uh what what they

07:00

want they type in the the

07:02

um the titles and the authors or if they

07:04

want dvds whatever

07:05

um we the form then goes into a

07:09

spreadsheet

07:10

which generates an order number it also

07:13

goes into the

07:14

the library's uh gmail account so that

07:16

we're notified that

07:18

that an order has been done and we get

07:20

credit for the books that they take out

07:22

right

07:23

oh yeah yep yeah the um the checkouts

07:27

the

07:27

those those get handled normally so yeah

07:31

and uh let's see there was one other

07:33

question i had um

07:34

last um

07:41

i can't remember it right now if it it's

07:43

it wouldn't

07:44

change my vote or anybody else's i'll

07:46

just ask it when it comes up again

07:49

in my mind that is so keep in mind when

07:52

you go to move to approve this there's

07:54

two parts to this so there's there's the

07:56

plan itself

07:57

then there's the the orange zone

07:59

curbside uh

08:00

plan so there's actually two two

08:03

documents that

08:04

dovetail together i can pull up the

08:06

other one just

08:07

as a refresher let me just change my

08:08

screen over

08:18

like i said i got 10 windows open there

08:20

it is

08:23

uh bridgette we said that media will be

08:27

notified about curbside service

08:29

yes who are you notifying me

08:33

so um for orange level

08:36

i i sent a message to the dispatch

08:40

i sent a message to uh to i il degrond

08:44

that was she was that was cc'd on the

08:46

email that i sent to around the deal for

08:47

the town

08:48

um joyce department the the development

08:52

and communications department for the

08:53

system

08:54

they're going to send out a press

08:55

release that covers the entire system

08:57

um if we got to red zone and we closed

09:00

closed

09:01

that's when i would um follow up with

09:03

all the people i just said

09:05

and then send it to two four and seven

09:07
so it would show up on the scroll
09:10
right thank you
09:13
any further discussion just one more
09:16
question bridget with uh
09:18
orange designation the due dates
09:21
um are the traditional ones there's no
09:23
extension is that right
09:25
they don't get extended no i got an
09:27
email from janine about about an hour
09:28
ago
09:29
um edmund's working on the the
09:32
fine-tuning with that
09:33
she did say um the technical services
09:35
department is working on
09:36
extending due dates and working with
09:38
holds and such so there's supposed to be
09:40
follow-up information coming tomorrow
09:43
okay
09:46
and then once i get that then i'll i'll
09:49
update the postings

09:50
on on facebook the website and i'll i'll
09:52
forward it out to the
09:54
to the papers into the town and that was
09:56
my question so thank you
10:02
all i'm all in favor say aye
10:05
aye any opposed
10:09
motion carries
10:13
next item bridgette next is the
10:17
telecommuting policy correct yep yes
10:30
okay so there's two parts to this one as
10:32
well so the policy itself
10:34
and then there's that there's uh an
10:36
agreement form which i'll pull up after
10:38
we finish talking about the policy
10:40
itself
10:40
um at first i wasn't too in a rush
10:44
to to push this one through but then
10:46
with the orange
10:48
you know zone coming in i it does tails
10:52
well with the micro cluster plan that we

10:54

just approved

10:55

um basically this only applies to uh

10:58

anybody who can actually do work from

11:01

home

11:02

so this really only applies to me right

11:04

now so

11:05

um if but if down the road we needed it

11:08

once we

11:08

uh assigned a new children's librarian

11:11

then this policy would come into play

11:13

as well um basically that it outlines um

11:17

if we go red then i we would

11:20

the board and i would work out a way of

11:23

um

11:25

being accountable for working from home

11:27

we'd agree on

11:28

uh hours for me to work from home i mean

11:31

given even if we are in red

11:33

i'm still allowed to come into the

11:34

building as an essential worker just to

11:36
check on the building
11:38
harold is allowed to come in to do
11:39
maintenance but
11:41
basically this this just covers uh the
11:43
full the full timers right now because
11:44
the pages and the clerks they don't have
11:46
any work that they can do from home
11:48
unless i assign them to do programming
11:51
virtually which really isn't in their
11:53
job you know
11:55
their their job uh just descriptions so
11:59
that's basically where we're at with
12:00
this policies
12:03
so with with going with uh with orange
12:06
right now are there any uh
12:08
any special projects for for harold to
12:10
do
12:11
um with the library closed he always has
12:15
a wish list so
12:18
what's different this time from last

12:20
time was um the governor was
12:22
way more strict with what you were
12:24
allowed to do with it within the
12:26
building and
12:27
with how many staff members were allowed
12:28
in the building under orange there's no
12:30
staffing restrictions
12:32
and there's no restrictions on on tasks
12:35
so yeah so whatever wishlist he had
12:38
first for stuff to get fixed in the
12:40
building he can start doing it
12:41
okay do you do you know if he has a list
12:45
of
12:47
several items that you know
12:50
yeah so we had we had the doors
12:52
installed a few weeks ago and
12:53
that's that's required him uh painting
12:56
uh
12:57
uh making sure that all the hardware is
12:59
on correctly because he had to take all

13:00
the hardware off the paint
13:02
so um he put in a new peephole um
13:06
basically just he's just checking to
13:07
make sure that that that
13:09
everything is the way that we had uh
13:11
suspect specked it out
13:13
um those four computers around the pole
13:16
when you come in
13:17
that table was was loose so he's he's
13:20
been reinforcing that to make sure that
13:21
that's safe
13:22
um we're getting the new window blinds
13:25
are coming in on tuesday
13:26
so he'll be here to oversee that and i'm
13:29
sure that there's a bunch of little
13:31
things that
13:32
that uh you know i'm not even 100 sure
13:35
off off
13:35
off the top of my head but he's he's
13:37
constantly monitoring everything and he

13:39

he always has a list of things going so

13:41

good yeah which is why the carpet the

13:45

first carpet lasted for 30 years that's

13:47

why

13:49

exactly exactly okay

13:54

and bridgette you mentioned i was going

13:56

to ask you about the blinds

13:57

so they're coming to put those to

13:59

install those on tuesday

14:01

but given that they're not a patron

14:03

they're a

14:04

service and and there's no restrictions

14:06

on how many people can be

14:08

in the building as long as we're not

14:11

receiving patrons

14:12

they can come in and install the blinds

14:14

correct yep

14:16

are you are you requiring them to sign

14:19

in and take their temperature

14:20

i yes i can yes yep

14:24

i will make a note of this i remember

14:25

i'm glad that that you mentioned that

14:27

because we've had you know honestly

14:30

between

14:31

marching here with us reopening i can't

14:33

believe how many projects we got we got

14:35

done

14:36

yeah so this this was like the last

14:38

major one so

14:40

thank goodness this all this is going to

14:42

be done soon you don't you don't want to

14:43

put in any

14:44

more sidewalks before it snows no i

14:46

really really don't dick not at all

14:48

[Laughter]

14:49

thanks for asking

14:54

okay uh the community community policy

14:57

i'll entertain a motion to accept it

14:59

iso move this is jill

15:02

i'll second it moved by jill seconded by

15:05
agnes any further discussion
15:08
roll call okay
15:12
let's see um crawford
15:15
hi vanessa hi
15:19
vern hi becker
15:23
hi rizzuno i
15:26
okay motion passes thank you
15:30
i'm just curious why did you do a voice
15:33
vote
15:34
i mean a ballot vote that way as opposed
15:36
to the first motion which was a voice
15:40
good question mr ern it just happened
15:42
just curious just curious yeah
15:44
just uh does it happen that way
15:48
okay no for no reason
15:53
no i'm just pulling your leg buddy
15:54
that's that's okay that's okay
15:56
everybody's gonna be held accountable
15:58
[Laughter]
16:01
the next order of business is new

16:02
business
16:04
that was new business
16:13
um reading schedule yes meeting schedule
16:16
let me
16:17
let me share this so i can show you this
16:19
schedule i came up with here we go
16:22
okay all right so here's the dates that
16:24
i came up with for 2021
16:26
um i think i did second thursday
16:30
because uh jen when does the town board
16:32
usually meet
16:33
we meet the first and third monday
16:40
i guess looking over those dates
16:41
checking your calendars
16:44
let me know if that makes sense because
16:47
pretty much trying to do it as close to
16:48
how we did it in 2020 but then again we
16:50
also like 15 meetings this year
16:59
january 7th is the first thursday but
17:02
it's good for me i think it's good to

17:04

get it

17:05

over right away

17:16

all the dates at this point are fine

17:18

with me

17:20

they're fine with me also me too

17:24

i have no issue

17:27

do you want to commit to a time now or

17:30

do you want to

17:33

wait until it gets to agenda time for

17:35

the january one

17:36

we have a town form that um we have

17:39

hanging in our clerk's

17:41

um office lobby area there that really

17:44

um

17:46

outlines every committee when they meet

17:48

you know us trying to be transparent

17:51

um and one thing that's included on

17:53

there is the you know the dates it used

17:55

to say meets quarterly but i think we'll

17:56

pull out that

17:58
and just um word that a little bit
17:59
differently
18:01
um instead of the quarterly and there is
18:04
a spot to put the time
18:05
so if if you as a board of trustees are
18:08
able to commit to the time i do have to
18:10
have that submitted before
18:11
you guys do meet again
18:15
jill does four o'clock work for you
18:19
um as far as i can 4c into next year
18:23
um it looks like i'll continue working
18:25
from home and so
18:26
four o'clock works for me if that works
18:29
for everybody else
18:30
you know being a little earlier
18:31
[Music]
18:33
and if we were going to change certainly
18:35
there would be enough notice
18:37
for us to post it on the town's website
18:40
and the 72 hours before the meeting

18:44

yeah if we can pick one we can always

18:46

change it later

18:47

but if you wanna if we can tell them the

18:49

four o'clock then the form can be

18:50

completed and

18:52

i would i would then propose that we do

18:54

the 4 o'clock

18:56

and determine it if

18:59

work schedules change to accommodate

19:03

the schedules of our trustees

19:06

sounds good to me do you

19:10

do you so we need a motion to approve

19:13

these dates for 2021.

19:17

i so move

19:20

i guess you just have to pick one dick

19:22

it was all of us

19:24

all right uh banzai moved by banzai

19:27

seconded by uh

19:29

becker any further discussion

19:33

um i've been thinking about a location

19:36
um during this orange time i'm going to
19:39
try to move
19:40
things around a bit try to set up a
19:42
different quarantine area in the in the
19:44
supply room
19:45
um ideally my goal is once we're allowed
19:48
to
19:48
have meetings of like no bigger than 10.
19:51
if i can get half of that meeting room
19:53
opened up just spread out enough
19:55
i want to try to do it i i can't i can't
19:58
guarantee it and it's just a sea of an
20:00
idea but if i can do that then
20:02
that might be a possible location if we
20:03
wanted to try to meet in person again
20:05
next year
20:06
the only the only issue i see is that um
20:09
we have to televise it with the camera
20:12
and stuff and remotely
20:15
jen would it be easier to do that at

20:17
town hall if we were going to try to get
20:19
together
20:19
in the courtroom to do it it's a lot
20:22
easier in the courtroom
20:24
um or the downstairs conference room
20:27
right
20:28
those are two better locations for you
20:30
know open meeting law
20:32
compliance during the covid time
20:35
um when when those restrictions lessen
20:39
or change
20:41
the regulations then can change
20:44
so um yeah whatever you guys
20:48
want to put for now we can we can work
20:49
with in terms of that
20:52
i mean for now when i post it online i
20:54
can just put down a
20:55
location tvd and as long as it's the
20:58
seventh year
21:00
where the the the biggest hurdle we have

21:03

is that

21:04

by doing it at town hall we have the

21:06

equipment there

21:09

it makes it a lot easier for i mean we

21:10

can stream to youtube

21:12

with the equipment that we took to the

21:15

highway department

21:16

once but doing it a town hall makes it

21:18

significantly easier in one of the two

21:20

locations at

21:21

your preference and then you don't have

21:23

to worry about

21:24

getting the meeting room you know make

21:26

it make it work for you guys

21:30

for the for your staff

21:34

you know i think we should learn from

21:36

our experience

21:37

uh this uh the zoom meeting to me

21:40

is is an excellent way of doing it and

21:43

bridget does a great job in preparing

21:45

for it

21:47

so um we have more flexibility

21:50

we don't know about the weather that's

21:52

coming up we don't know about the

21:54

pandemic so i

21:55

i would keep it the way it is

21:59

so dick one thing i can i can put out

22:02

there

22:03

um bridget i know you like the library

22:06

location

22:07

um just being able to be there at your

22:09

desk grabbing something if you need to

22:12

dickern is speaking to the flexibility

22:13

of the zoom

22:15

we can kind of do a hybrid approach i

22:17

can always go over to

22:19

the conference room and have our zoom

22:21

set up to stream from there for anyone

22:23

who eventually wants to be in person

22:24

that's a very easy thing

22:26
for me to do bridget can still have
22:28
access to everything
22:29
um that she needs at the library and
22:31
then everyone else who just feels
22:33
this is easier in their homes we can do
22:36
that for now
22:37
because it's kind of the best of each
22:39
world for what you guys all need
22:43
so then for the the live streaming uh
22:46
that is an option and why don't we try
22:49
that
22:49
and see how it works out for january
22:52
what the combination policy
22:57
yes yeah we would call it um
23:00
first floor conference room and zoom
23:02
because if there was someone
23:04
say restrictions left and someone came
23:06
to view the meeting and that was allowed
23:07
again
23:08
we wouldn't want them showing up at the

23:09
library with bridgette we'd want them
23:11
actually coming to
23:13
the conference room in town hall so
23:16
we'll list i guess those as locations
23:18
but bridget could still be in her office
23:19
if she prefers
23:21
okay so it's the first floor conference
23:24
room of the town hall
23:27
and then a library director's office
23:33
no so first floor conference room at the
23:35
town hall and zoom
23:37
okay and zoom okay yeah everyone else
23:41
can could stay at home on their computer
23:42
and
23:45
zoom in okay that's just for january
23:50
and then i don't see why you have to
23:52
limit it to january
23:54
then we'd be live streaming from the
23:56
town hall
23:57
well once we could have regular

24:00
meetings well it might not be until
24:04
maybe july or september
24:08
then we would just do it the way we
24:10
always did in the library conference
24:12
room right
24:14
well maybe not because we we have to
24:17
have the element
24:18
of being able to live stream it and as
24:22
jen was saying she can either do that
24:24
from the town hall courtroom or the
24:26
downstairs conference room
24:27
okay until the but um i think pat you're
24:31
kind of saying
24:32
if covid restrictions yes
24:35
lift if covet is gone all restrictions
24:37
lift and everything goes back
24:39
to the way it was okay correct me if i'm
24:42
wrong
24:43
you would be able to just have your
24:44
regular meeting in

24:46
the library if you wanted to without
24:48
recording because it would be posted and
24:50
open to the public
24:51
right okay that's what i thought so if
24:54
someone wants the recorded element if
24:56
you like it live streamed for people to
24:57
see
24:58
and if you want to be able to have the
24:59
zoom access that's the other argument
25:01
for
25:02
keeping this system going
25:05
it could be a discussion point for the
25:06
future okay but for january
25:09
we'll do this and then leave it open or
25:12
actually it's a discussion point until
25:14
the governor lifts the restrictions
25:17
absolutely okay okay and then we'll say
25:19
until governor
25:21
until restrictions
25:33
okay just until covered restrictions are

25:38
lifted and that includes the
25:41
quarantining of the books
25:43
because that's why we couldn't use
25:46
the conference room let's say
25:50
well before we got to orange now
25:53
right all right okay i think i have that
25:57
and then we'll just decide
25:59
go is judge what happens
26:02
because it's until restrictions are
26:04
lifted all right i got it down
26:07
any further discussion all in favor say
26:11
aye
26:12
aye aye any opposed
26:15
motion carries
26:19
item b okay so
26:22
i'm going through the uh the budget
26:25
lines for the year
26:26
and trying to zero out as much stuff as
26:28
possible and i'm looking at the
26:30
private account and we had our books our

26:32
discard book sale
26:34
in october and then i realized we still
26:36
have money from the discard book sale we
26:39
had in 2019
26:40
so it's like
26:43
the sum was in my eyes
26:47
so between the two accounts um after the
26:50
taxes were paid
26:51
there was eight hundred and twelve
26:52
dollars and 41 cents from those two book
26:54
sales
26:55
um i maintain a wishlist notebook
26:58
all year um just when patrons come in if
27:01
they ask for something and and the
27:02
system doesn't own it or if it's
27:04
something really good and we don't own
27:05
it i'll i'll jot it down
27:07
so i wanted to see about using those
27:10
funds to
27:10
to just do one last order for for the

27:12
year for for items to be added to our
27:15
um to our borrowing collection over here
27:18
um so the amount i would
27:20
ask for is uh 768 dollars and 75 cents
27:24
um 768 dollars
27:29
yeah 75 cents 75. okay
27:32
okay my director's report to you i
27:35
forgot to do that today
27:37
okay sorry
27:41
that was a non-agenda item right yeah
27:44
it came up later because i um i i wanted
27:47
to get these funds
27:48
spent because the last time i can place
27:49
an order is uh uh just december 1st this
27:52
year
27:53
okay okay that makes perfect sense
27:57
because the
27:58
the funds were generated by discarding
28:00
the dusty books and so buying new stuff
28:03
is an

28:04
excellent use of the money absolutely
28:08
so i'll entertain a motion to uh
28:11
utilize bridget's uh plan to spend that
28:14
money
28:18
a second moved by rizzuto seconded by
28:21
earn
28:22
any further discussion
28:26
all in favor say aye aye
28:29
any opposed motion carries
28:35
i'll entertain a motion to go into
28:36
executive session for a
28:38
personnel item can you send me back host
28:43
yeah thanks
28:47
did you move that uh trusty urn
28:50
i'm not i'm just curious right where why
28:52
we're having it who's going to be
28:54
excluded
English (auto-generated)