

**Lackawanna Library Board of Trustees  
Online Board Meeting June 10th, 2020**

Call to order 5:30 pm.

In Attendance: Michelle Saniewski, Michael Sobaszek, Dean Otoka, Andrea Haxton, Meghan Soderholm and Jennifer Johnston.

- The Board voted unanimously to reopen on June 15<sup>th</sup> with reduced hours and staff. As we move forward we can increase hours and staff.
- The Board voted unanimously to adopt the Reopening and Safety plan with the stipulation that they can make amendments as new information comes in.
- The maintenance men began getting the building and yard ready to open on June 8<sup>th</sup>.
- Jen will perform a health check on all employees before they start their shift. Central sent supplies and forms for this. It is not necessary to check patron's temperatures when they come in.
- Our security guard will be available during all open hours and will monitor for face masks, social distancing and maximum occupancy.
- Our Board President and Fire Marshall, Bill, measured for the maximum occupancy and we will post signs for the public. Our maximum occupancy is 33.
- We will post the reopening date and temporary hours on all social media and our webpage. We will also have new signage for the doors and bulletin boards regarding the changes.
- Jen and Meg will report back to the board our first week of opening to share progress and set a date for the next board meeting.