

Lancaster Public Library

Board of Trustees

Meeting Minutes

May 28,2020

Note: Remote Meeting via Zoom

Meeting ID# 912 1608 4117

- I. Roll Call – B. Tamol, S. Jacobs, J. Yarborough, K. Wind, G. Howell, K. Graber, K. Stock (Library Director), D. Stempniak (Friends Liaison), B. Leary (Town Liaison)
- II. Call to Order – Meeting called to order at 4:04 p.m.
- III. Agenda – The agenda was approved as proposed. MSP J. Yarborough, K. Graber. Vote – unanimous
- IV. Approval of March Minutes tabled until next meeting.
- V. Report of the Director tabled until next month.
- VI. New Business –
 - A. Handling of Materials during Covid – 19
 1. All returned materials will be placed in quarantine for 72 hours, staff dealing with these items will follow PPE guidelines.
 - B. Employee Screening – Employees will self – screen, by taking their temperature and completing the Pre – entry questionnaire prior to starting their workday. Questionnaires will be turned into the Library Director and forwarded to Human Resources at Central on a weekly basis.
 - C. Safety Plan per NY Forward – The Lancaster Public Library Board approved the implementation of the Covid 19 Reopening Safety Plan. MSP G. Howell, J. Yarborough Vote – unanimous
 - D. Lancaster Re- Opening Plan – With the Phase 2 of re-opening WNY the Lancaster Public Library will re-open in limited capacity on Monday, June 8,2020. The limitations will include circulation and computer use only, 50% maximum occupancy, and limited hours. The proposed hours will be: Monday and Friday 1 -5, Tuesday and Thursday 3 - 7, and Wednesday 9:30 -1:30. At this time walk -up and curbside services will not be offered. The re- opening plan was approved by the Lancaster Public Library Board, MSP B. Tamol, K. Graber. Vote - unanimous.
- VII. Adjournment – Meeting adjourned at 4;50 p.m. MSP – K. Graber, J. Yarborough. Vote - Unanimous.

Respectfully submitted by,

Barbara Tamol

Board Secretary