



City of Tonawanda Library
June 8th, 2020 Library Board Meeting Minutes
Meeting held virtually via Zoom

In attendance: Karen Bordonaro, Gayle Brown, Bonnie Bugbee, Jay Holler, & Library Director John Gaff

Meeting called to order at 6:34 PM by Karen Bordonaro.

Motion made to approve May Minutes by Jay Holler and seconded by Gayle Brown. Unanimously approved.

Financial report given by Library Director John Gaff.

Monthly report given by Director Gaff including the following:

FINANCIAL REPORT

(Attached)

FUNDING

- o 2020 MAT, SER and AV budgets:
 MAT = \$4,051 (minus \$733 spent to date) = \$3,318
 AV = \$1,421 (minus \$106 spent to date) = \$1,315
 SER = \$3,685 (minus \$3,685 paid to date) = \$0.00
 PBKSO = \$168 (minus \$15 paid to date) = \$153

Campaign Name:

Dates:

Total Amount:

Candy bars	5/1 - 5/31	\$0.00 YTD = \$347.00
Ongoing book sale; Operated by the Friends of the City of Tonawanda Library	5/1 - 5/31	\$0.00 YTD = \$871.19

PUBLIC SERVICES REPORT - MAY

The library was closed for the entirety of May. Certain staff were in the building on a limited basis to empty the drop box and complete other necessary tasks.

On Wednesday, May 20th, the Library was informed by the System that libraries could begin offering services as early as June 1st. Policies and procedures, including a Reopening Plan, a Safety Plan, and a Curbside Service plan were created to support the library's reopening.

OLD BUSINESS

- N/A

NEW BUSINESS

- Reopening Plan Approval
- Safety Plan Approval

The City of Tonawanda Public Library Reopening Plan and Safety Plan were reviewed by the Board. Motion to approve both plans as presented by Bonnie Bugbee. Seconded by Gayle Brown. Unanimously approved.

Motion to adjourn by Gayle Brown and seconded by Bonnie Bugbee.

Meeting adjourned at 6:57 PM.

Respectfully submitted,

John Gaff