

TUXEDO PARK LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
June 10<sup>th</sup>, 2020  
APPROVED

President Davidson called the meeting to order at 7:37 PM., via BlueJeans.com as a remote meeting due to the COVID -19.

Present: Trustees Barnett, Bullard, Davidson, du Pont, Fennell, Heffernan, Howard and Takeuchi, Director Loomis and Assistant Director Sandak

Public Comments: None

Minutes: On a motion by Trustee Fennell and seconded by Trustee du Pont, the May 13<sup>th</sup> Board of Trustees meeting minutes were unanimously approved as submitted.

Treasurer's Report:

Trustee Barnett reported that the library's budget was on track but there will be gaps in the budget left from the cancelation of our Memorial day picnic fundraiser due to COVID- 19. The library's expenses were lower then expected, but the library's revenue has been reduced.

Director's Report:

Director Loomis' report was circulated prior to the meeting. She reported that beginning June 8<sup>th</sup>, only 50% of the staff will be in the building at the same time, and the other 50% will continue to work from home while not at the library. They will be learning new procedures under COVID- 19, and how to do in house tasks while social distancing, sanitizing, processing new materials, and doing circulation work. She went on to report that the summer reading program will be a virtual program.

Committee Reports:

Authors' Circle: Trustee Howard reported that Lili Anolic and Katie Rosman are still interested in hosting a virtual Author's circle program, "Conversation with Katie," and they were going to set a date soon.

Committee on Trustee's: No report.

Building: No report

Friends: No report.

New Business:

Director Loomis requested that the board adopt a temporary amendment to the Library Patron Conduct Policy. This policy would include a number of items that focus on the safety practices like any other library rules during COVID-19. Some of these items are: patrons must wear a mask when inside the library building, social distancing of 6 feet, and limiting the number of people in the building.

On a motion by Trustee Howard, seconded by Trustee Fennell, and temporarily amend the Library Patron Code of Conduct was approved unanimously.

The meeting was adjourned at 8:34 PM.

Old Business: None

Respectfully submitted, Heather Bullard Secretary