

The Field Library, Peekskill, New York

Regular meeting of the Board of Trustees Meeting, September 10, 2020

Present: Sandra Smith, Karen Kelley, Mary Foster, Ann Douglas, Joe Galella, Christopher Alexander, Tina Romeo, Ben Bloom, Chris Vega, Alan Most (taking notes), Executive Director Jennifer Brown

1. Ms. Smith called the meeting to order at 7.00pm. The meeting was held via Zoom and was broadcast and recorded for Facebook
2. A motion was made by Mr. Vega to approve the August minutes; second by Mr. Alexander; unanimous in favor. A motion was made by Ms. Foster to approve the August executive session minutes; second by Mr. Alexander; unanimous in favor.
3. There was a discussion regarding the library's application for a State Construction Aid Grant. The Board will need to approve a resolution for the library to pay 20% of the total costs that are outlined in the grant proposal. Ms. Brown will, also, need to provide the State with a lease agreement or letter of intent concerning the leasing of the basement space to the library. A decision was made for the Board to meet on September 17, 2020 at 6.30pm to vote on a letter of assurance and the assurances to the State.
4. There was discussion regarding the ongoing IT problems and the letter from a number of library directors (including Ms. Brown) to WLS regarding these problems and Service Lease Agreement (SLA). Ms. Brown noted that they wish to see a timeline for fixing the problems. Ms. Brown, also, noted that she learned only this morning that the SLA that she and other library directors received was a draft and that during her four years at The Field Library she never saw the SLA.
5. Ms. Brown noted that the library will be hosting with Save-Mor Drugs of Croton two flu clinics. She is waiting for Save-Mor Drugs approved publicity material.
6. Ms. Brown noted that the Employee Assistance Program is up and running.
7. There was discussion regarding City Manager Andy Stewart's anti-racism/police reform task force email asking the library to get involved in some form. It was agreed that the library needs to stay neutral and focus on education in any discussion regarding police reforms, needs to be sure that any resources recommended to the public are up to date and carefully vetted, and that clearer direction needs to be provided by Mr. Stewart.
8. Ms. Brown noted that during future COVID issues at the library the procedure will be to close, spray with an anti-microbial solution, and then reopen 24 hours after spraying.
9. Ms. Brown noted that for the strategic plan's focus groups to proceed that she needs staffing to be in place.
10. A motion was made by Mr. Most to move into executive session; second by Mr. Vega; unanimous in favor.
11. A motion was made by Mr. Most to close the executive session; second by Ms. Kelley; unanimous in favor.

12. A motion was made by Ms. Kelley to adjourn the meeting at 8.55pm; second by Ms. Douglas; unanimous in favor.