

Groton Public Library Board of Trustees

Library Mission: To promote literacy by providing a wide range of reading for all ages in many formats and to serve as a center for community information services.

AGENDA

**July 9, 2020 Reorganization and Regular Meeting
5:30 p.m. via Zoom**

- Call to Order by Temporary Chairperson Sara Knobel
- Introduction of Guests

Reorganization Meeting

- Election of 2020-2021 Officers
 - President: *Sheri Shurtleff*
 - Vice President: *Monica Dykeman*
 - Finance Officer: *Linda Nobles*
 - Secretary: *pending*
- Other Appointments:
 - Treasurer: *GCS Treasurer*
 - Buildings & Grounds: *Pam Vitale*
 - Friends of Library Liaison: *Pending*
- 2020-2021 Monthly Meeting Dates, Time, and Place:
 - Second Thursday of the Month at 5:30 pm
 - Remotely by Zoom during pandemic; Library when restrictions lifted

Regular Meeting

- Adoption of Agenda
- Roll Call by President
- Appoint Jennifer Morey to fill Board vacancy for one year
- Nomination and Election of Board Secretary (Jennifer Morey)
- Appoint Jennifer Morey as Friends of the Library Liaison
- Approval of Minutes from June 9

- Approval to Pay Warrants (regular warrant - \$43,946.74 & Addition - \$87,728)
 - Knapp Electric Inc - Two checks
 - \$2,612.50 - Renovation
 - \$2,593.50 - Addition
 - James and Son - Two checks
 - \$16,815.00 - Renovation
 - \$78,703.00 - Addition
 - Northeast Property Restoration
 - \$5,151.15 - Renovation
 - Petcosky and Sons - Two checks
 - \$13,689.50 - Renovation
 - \$6,431.50 - Addition

- Personnel Action - Resignation

- Executive Order 202.45 - Suspends paid leave benefits of employees who travel to states listed in Executive Order 205

- Executive Order 205 - requires a 14-day quarantine period for persons who travel to high risk states (currently 19 states)

- Amend Quarantine Policy adopted March 26, 2020
 - Add: If an employee is in close contact with another person (i.e. family member) who exhibits symptoms of COVID-19 and who gets tested, the employee may not return to work until a negative test results is available. The employee will be paid for scheduled work hours during that time period, but not for longer than 14 calendar days from the time of the test. If the test is positive for COVID-19, the employee may not return to work until 14 days after the other person is no longer symptomatic. Before returning to work, the employee must get a COVID-19 test, test negative, and obtain a statement from the other person's health care provider that the other person is no longer required to self-quarantine. During the time that the employee is in quarantine, it is expected that he/she will work remotely when possible and if not experiencing health issues that prevent working from home. The employee's regular sick leave accrual will not be

charged while waiting for test results or while self-quarantining because of exposure to a COVID-19 positive person.

- Extension of PPP Loan from 8 weeks to 24 weeks

- Authorization to Allow Board President to Seek a Loan from First National Bank of Groton on an *as needed basis* for construction expenses only while waiting for DASNY Reimbursement and receipt of NYS Library Construction Aid Grant

- 2020-21 Salary Discussion

- Continuation of Reopening Plan - allowing patrons to enter the library during limited times, with advance appointment, and following all protocols - Library Director will explain.

- Expansion & Renovations Project Update
- Committee to Plan for Commemorative Plaque for Library Addition
- Update from Library Director
- Adopt Safety Plan for Drive-in movies on August 6 & 27, 2020
- Update from FoGPL
- Period for Public Comment
- Next Meeting - August 13, 2020
- Adjournment