

Glen Rock Public Library
Board of Trustees Virtual Emergency Meeting Minutes
June 23, 2020

1. Call to Order: The emergency meeting of the Board of Trustees of the Glen Rock Public Library was held on Tuesday, June 23, 2020 at 7:18 PM via Zoom platform.

Present:

Cathy Osborn, President
Matt Jacobs, Vice President
Dan Lesso, Treasurer
Teresa Gilbreath, Borough Liaison
Rachel Feinmark, Trustee
Vicki Fleiss, Trustee
Jeff Schlecht, Trustee

Also Present:

Ellen O'Keefe, Library Director

Public:

Christa Folco
Julie Maxwell Allen
Kaitlyn Lawler, Recording Secretary

2. Adequate Notice of Meeting: The date, time, and access to this meeting has been advertised, filed with the Borough Clerk, posted on the borough and library websites. All notice requirements of the Open Public Meetings Act for this meeting have been fulfilled.
3. Welcome to Visitors with instructions on when to address the Board: Cathy welcomed Christa, prospective Board member, and Julie to the meeting.
4. Director's Report: Ellen spoke. Full-time staff is needed to get the library up and running. By Thursday, 6/25/20, Ellen would like to have the full-time staff back to work physically within the library. Extension given to those with extenuating circumstances to Monday, 6/29/20. Schedules have been determined. Physical distancing measures within the library are working well.

Expansion of curbside service hours was discussed:

Monday: 10AM-8PM

Tuesday-Friday: 10AM-4:30PM.

Cathy and Ellen spoke about the daily checking of staff temperatures. Union representatives requested this action. Protocols were reviewed by the union and borough attorney. The library just received a no-contact thermometer. Recording of temperatures will present as a "yes or no" response within parameters for appropriate temperature and employee's name. Employees with a temperature over the range will be sent home and instructed to follow CDC guidelines.

The electronic sign is up and running.

5. For Discussion: Teresa spoke. A budget item was discussed and resolved with the Borough's Finance Committee. The total over $\frac{1}{3}$ mil was at issue, especially as it relates to keeping the full time custodian. Teresa stated that the Borough is committed to fully funding the custodian's salary.

Book donations are only to be made during book sale season only. Return bins are only for library books. Teresa will mention this at her next Council meeting.

6. Public Comments: Julie stated she joined the meeting to learn about developments and changes with the library in regards to COVID-19.

7. Adjournment: Motion to adjourn by Matt. Second by Jeff. Meeting ended at 7:38 PM.

Respectfully submitted by
Kaitlyn Lawler
Recording Secretary