

Lisle Free Library  
8998 NYS Rte. 79 PO Box 305  
Lisle, NY 13797

Kimberly Barker, President  
Richard Ciccirelli, Vice President  
Kimberly S. Chidester, EA, Secretary/Treasurer (Appointed)

Trustees: James Dunham  
Katharine Kittredge  
Gary McCall  
William Priscott

September 8, 2020 - Regular Meeting - 6:30PM – ZOOM Meeting

Present:

**Trustees:** Kim Barker, R. Ciccirelli, William Priscott, Katharine Kittredge, and Jim Dunham

**Absent:** Gary McCall

**Secretary/Treasurer:** Kim Chidester

**Library Director:** Cher Douglas

**Community attendees:** None

**Secretary's report:** The August 2020 meeting minutes were presented. Rick C made a motion to accept and second by Jim D. All trustees in favor and minutes accepted.

**Treasurer's report:** The treasurer's report was read from the August meeting. A motion was made by Kim B and second by Kim B. All trustees were in favor and accepted. Bills paid from the Public account amounted to \$7,103.09 and bills paid from the Private account amounted to \$4,366.80.

**Director's Report:** The August 2020 Director's report was reviewed and discussed. A motion was made by Kim B. to accept the report as presented Jim D second. All trustees were in favor and motion accepted. Key points made with open discussion of trustees: Re-opening plans presented for Out of Covid-19 mode hopeful by 9/14/2020. At present, staff continues to rotate shifts of service, 7- day quarantine of lending media following proper sanitation protocols. Curbside service continues M-F 2PM-5PM. Staff continues to file health and safety forms each day outlining all safety and disinfecting measures taken. The staff is ready for public access! There will be strict guidelines in place prior to implementation such as: mandatory masks, sanitizing, no bathroom access, and provide for covers for the computer keyboards for easy cleaning. Cher presented that the staff does not wish to impose too many restrictions on the patrons and will establish a 2-5 patron public access policy to control the flow of number of persons in the library at one time. The staff will accommodate to the patrons needs focusing on all proper safety and sanitary procedures. The staff will advise on the 6 ft social distancing guidelines to determine if the same entrance and exit can be shared. Cher and the staff will also establish a notification flag or porch light to notify patrons of safe passage in and out of the library as a signaling system. Weeding is finished and our vendors are again sending lending materials. Circulation reports indicate that library lending media usage is increasing.

**Old Business:** There is still no cleaner at present. Jim D. will continue to research.

**Committee Reports: Building & Grounds** – Cher reported that her husband assisted with removing (4) four wasp nests. During the removal, it was discovered that a part of our gutter system is breaking off and requires repair. Cher also wanted to update the trustees of work that is needed on the ramp as well. Trustee discussion included reaching out to Tessa (Call) Giacalone to see she may be able to stain and repair the ramp.

**Policy Committee:** Cher presented the Whistleblower policy for review. Kim B made a motion and Rick C second all trustees in favor. Motion accepted and policy was approved. Cher will research into continued sexual harassment training. She will report at the October 2020 meeting her findings. Cher also wanted to remind the trustees of the upcoming deadline for the Library's 5-year Plan. Cher plans to have an outline to present at the October 2020 meeting.

**New Business:** Trustees began discussion of 2021 Library budget and the need to begin a list of priorities of the utilization of such monies. Kim C will present a tentative 2021 budget at the October 2020 meeting for the trustees review and discussion.

**Correspondence:** None

**Public Expression:** None

Meeting adjourned at 7:35PM

Our next meeting will be held on Monday evening at 6:30PM – October 5, 2020.

Kimberly S. Chidester, Secretary