

**Croton Free Library**  
Board Meeting Minutes  
May 11, 2020

**PRESENT**

Trustees: Leslie Ellis (24), Sharyse Eisinger (20), Adora Lam (20), Lynn Kauderer (23), Susan Ranis (24), Barry Feinberg (23), Jane Beller (22), Marianne Merola (22), Mary McFerran (21)

Treasurer: Sid Franks

Library Director: Jesse Bourdon

Croton Free Library Association: Kate Fabian, President

**CALL TO ORDER** The meeting was held online via Zoom due to the COVID-19 pandemic and was called to order at 5:36 pm.

April 2020 minutes approved with one correction: the official closing date of the library due to the pandemic was March 15, 2020

**DIRECTOR'S REPORT:**

- Monthly Statistics

Patron Services statistics for April 2020 were presented. Due to the continued closure of the library because of the COVID-19 pandemic, the only statistics available relate to on-line checkouts, which are up significantly. Also a new application added to the Library website, Tawk.to, provides for online chats with our librarians. Last month recorded 13 total chats, with an average of 11 minutes each. It is hoped that this service will continue even after reopening.

- Tax Levy Fiscal Year 2020-21

A move was made to maintain our tax levy request at the same level as last year. The move was passed unanimously.

- Budget Vote

The School District/Library vote has been moved to June 9, 2020, and will be conducted by absentee ballot only. The Director is working with the School Board in their planning for how the ballot will be presented.

- Online Programming

We continue to look for new ways to provide more online content. Our current Special Events coordinator is voluntarily on hiatus, except for a few hours a week, and the Director will be taking over technical responsibility for bringing some of our past special events that were recorded to our online platforms. Any new ideas or suggestions are welcomed.

- Paycheck Protection Program

The Director is happy to announce that we have received our grant from the Payroll Protection Program in the amount of \$124,000 as requested. This represents our total salary and benefits expenses for 2 ½ months from mid-March to the end of May.

After June 1 it will be necessary to change the employment status of several of our part-time staff. This will be an ongoing concern for the next few weeks and months ahead and will be guided by ideas that employees may have as to how they can contribute during the shut-down.

- Pandemic Policy

The Director is engaged in multi-library consultations in order to assist in creating our own policies for a phased reopening. This is now a priority since we must be prepared, and since the possible reopening date is unpredictable.

## **COMMITTEE REPORTS:**

- Finance Committee:

The library continues to be operating close to or below all budgeting goals. In addition to the receipt of funds from the PPP, operating and business expenses are below budget, as might be expected.

The monthly Check Registry for April was voted on and approved.

- Art Committee

The Library Director is working to create a 360-degree presentation of Ottinger Room artist Ocean Morrisett's work to be presented online..

Another promising project is to provide links on our library website to online virtual visits to museums around the world.

- Croton Reads Committee

The Croton Reads event was cancelled, but we are exploring the possibility of having the two guests present their discussion online via Zoom or some other format.

## **LIBRARY ASSOCIATION REPORT:**

The Annual Meeting of the Library Association has been postponed, in accordance with New York State law, due to the COVID-19 pandemic. The election of new officers and a Library Trustee remains to be arranged. Kate will provide us with a written statement from the Association addressing this issue.

## **NEW BUSINESS:**

- Library Board Summer Meetings

It was proposed that the Board continue to meet over the summer months. This will be decided at the June monthly meeting.

- Blue Sky

There was a good deal of support for the idea of continuing to hold our annual Blue Sky meeting even though we would have to meet remotely. There are many issues to be discussed with regards to what role the libraries can play in a pandemic world.

## **PUBLIC COMMENT**

There were no public comments.

The meeting was adjourned at 7:05 pm

Respectfully submitted by Lynn Kauderer