

**MEETING OF LIBRARY BOARD OF DIRECTORS
SALEM FREE PUBLIC LIBRARY
Tuesday, June 9th at 7:00 pm via Zoom**

Per State of Connecticut, Governor Lamont Executive order 7B; The Salem Free Public Library Board of Directors Meeting on June 9th, 2020 will be following the suspension of In-person open meeting requirements. The public can access this meeting by emailing Vicky Coffin at: vicky.coffin@saalemct.gov no later than 7:00 p.m. on June 9, 2020 for login information.

CALL TO ORDER at 7:06pm by Sue Butler

Present: Sue Butler, Robin Jensen, Mary Cikatz, Diane Robillard, Vicky Coffin

Guests: Carl Nawrocki, Ron LaBonte

ADDITIONS TO AGENDA: none

PUBLIC COMMENTS/CORRESPONDENCE: none

Public comments must be emailed to Library Director Vicky Coffin at: vicky.coffin@saalemct.gov no later than 7:00 p.m. on Tuesday, June 9, 2020.

GENERAL PROCEEDINGS:

MINUTES OF May Meeting: minutes were reviewed. Mary made a motion to accept, Robin 2nd, M/C 4-0

FINANCIAL REPORT: table report for now. Vicky is going to speak to Kevin Lyden about how to handle treasurer position. Diane will consider position but would like to discuss what it entails. Mary declined at this time.

LIBRARIAN'S REPORT: Vicky shared report. The library budget passed as presented with no cuts. HVAC request was approved. Vicky shared current budget and all is good. New insulation was installed for free in part of the library. Sue will write a thank you note to the company. There has been a glitch with the phones and Vicky and Kevin are looking into upgrading the phone system. Staff returned on May 18th, curbside started May 20th. It has been manageable so far and is going well. Book Drop is also open and books are being quarantined. Library is not ready to open on the 17th with the Governor's Phase 2 plan. Vicky has been talking with other libraries and they are not ready to open yet also. There is so much to do to get the library ready and safe for staff and patrons. Thinking of using the Children's Playroom as the check-in area. Looking at how to get the Library ready to bring community in. Summer reading is happening, but it will be online with children logging books read.

FRIENDS OF THE LIBRARY REPORT: Shared highlights and missing sorting books this summer. A member donated \$1,000.

OLD BUSINESS: none

NEW BUSINESS: discussed Treasurer position and filling it while we are in Covid-19 as current treasurer is busy during this time. Vicky will follow up with Kevin about on to handle the treasurer position. Sue will write a note to the company that installed the insulation for free.

OPEN DISCUSSION: none

Meeting was adjourned at 8:10pm by Sue.

Respectfully submitted by,

Robin Jensen

Secretary

NEXT MEETING: TUESDAY, July 14th, 2020 at 7:00PM