

WHITING LIBRARY BOARD OF TRUSTEES

Special Meeting June 1, 2020

Minutes

The meeting was called to order by Robert Nied, Chair, at 1:01 PM on the Zoom platform.

Present: Robert Neid, Ed Grossman, Vanessa Heybyrne, Lyza Gardner, Colleen Garvey (arr. 1:13PM), trustees; Deirdre Doran, Library Director

Absent: David Lord

Adoption of Proposed Infectious Disease Policy

Chair Robert Nied explained that there is a sense of urgency to get such a policy in place, not just for the current COVID-19 crisis but a potential future situation. He emphasized that the policy gives the Library Director discretion and authority over operational decisions, but also involves the Board in decisions about reopening.

For reopenings, the Director is to propose the reopening and provide a brief reopening plan to the Board, and Trustees will have the opportunity to review the plan.

Ed Grossman asked about whether there could be a “canned”, reusable reopening procedure.

Robert Nied responded that a relatively ad-hoc nature is necessitated by how unique each major crisis could be, and that the policy will need to be flexible.

Library Director Deirdre Doran asked if language about employees being paid during longer-term emergency closures like the current closure should be included in policy.

Lyza Gardner said that that was an important thing to follow up on, but seems like a separate concern than the infectious disease policy itself. Rober Nied said that there is ongoing discussion about the Library’s personnel vis-a-vis the Town and that there may be a closer tie between the Town’s personnel policy and the Library’s. He said that, moving forward, we should revisit the personnel policy and make any needed changes.

A motion was made to adopt the infectious disease policy as written effective today [June 1, 2020]. (Ed Grossman/Lyza Gardner). The motion carried unanimously.

Policy is adopted effective June 1, 2020.

Discussion of Trustee Vacancy

Donna Matthews' recent resignation has left a vacancy on the Board. Robert Nied suggested writing a press release, and mentioned that Cathy Hasbrouck has been proposed as a potential Trustee.

Public Comment

No public present.

Fundraising

Robert Nied will distribute physical materials for executing on the May/June fundraising mailings.

He suggested that in a meeting soon, the Board talk about future fundraising options. Online fundraising, e.g., could cut down on the overhead of printing and postage.

Ed Grossman mentioned that the Library has received donations in memory of Suzy Forlie, and wanted to be certain that these donations were acknowledged to the family.

Adjourn

There being no further business, a motion to adjourn (Colleen Garvey/Vanessa Heybyrne) made and unanimously approved. The Board was adjourned at 1:27PM

Respectfully Submitted,

Lyza Gardner, Secretary