

Cobleigh Public Library Trustees' Meeting

Date: April 16, 2020 **Time:** 6:00 p.m.

Attending: Cindy Karasinski, Hilary Adams, Jessica Simpson, Jan Wade, Jeanne Laughton, Lorrie Mawhinney

Minutes: Jeanne moved to approve March's minutes and Hilary seconded. Minutes were approved.

Treasurer's Report: Payroll for two weeks was not included in the report because of the library closing due to the pandemic.

Librarian's Report:

- Library is still closed for now, due to the COVID-19 pandemic.
- There is a new courier that will serve the library twice a week once we re-open.
- Because of the risk of contamination, there is no inter-library loan or curbside pick-up.
- Cindy would like to sign on with Kanopy for video streaming and Recorded Books for extended audio book offerings during this time. There will still be funds for books remaining.
- All staff being paid are working and keeping track of their hours.
- Cindy is working on ideas for how the library will re-open, like possible self-check out. Board will set up another Thursday meeting in May if she needs support with opening.

Old Business:

Policies: It was proposed that the board set a separate "workshop" meeting in June or July to work on library policies.

Edie Bell-Brown Estate: The board would like to pass along the task of selling items from the house to Edie's friends: Eileen Boland, Mildred LaBeur and Cathy Boykin. The trustees would like Jay Abramson, Esq. to handle the sale of the house and property. Jan will reach out to Jay again to discuss when he can get started on the inventory and sale.

New Business:

Re-allocating books funds: Hilary moved to approve re-allocating some of the book funds to purchase the Kanopy and Recorded Books services. Jess seconded. Motion was approved.

Payroll: Jan moved to continue staff payroll up to May 28th, the next trustees' meeting. Jeanne seconded and the motion passed.

Signatures for Oct. payroll: Everyone needs to download and sign this warrant electronically. Trustees will try to sign and at least get a quorum of three.

White Market fundraiser: Trustees discussed a logo for the White Market webpage during the August "round-up" fundraiser. Cindy proposed using the building with people picture.

Gloves: Hilary will bring in more gloves for library staff.

The next meeting will be Thursday, May 28th at 6:00 p.m.

Meeting adjourned at 7:30 pm. Jess moved to adjourn, Lorrie seconded.

Respectfully submitted, Jessica Simpson

