

Virtual Meeting of the Westhampton Public Library Board of Trustees
April 9, 2020, Via ZOOM @7:00 PM

In attendance: Lynn Cooper, Mikki Nevins, Anne Marie O'Reilly, Brian Mulvehill, Celeste Whiting, Meaghan Schwelm, Carol McMurrich (taking notes)

Director's Report:

-Meaghan suggests we should draft a pandemic policy, there are templates we can work from but we should do that ASAP.

-If there are ideas for virtual programs please send them to Meaghan.

-Mulvehill says if schools remain closed we will have to remain closed; if governments start to re-open other public buildings we can discuss whether we want to do that.

Mulvehill asks, Everyone is throwing around the term "deep clean". What does the library actually need for cleaning?

Meaghan: According to Tom Martin, everything that is high-touch should be cleaned with a bleach based cleaner.

Mulvehill asks if Jared need to be in there in the next few weeks, particularly since he needs to be supervised? Meaghan suggests it's not something that needs to happen. Suggest that we at least wait until after the peak to have Jared clean.

Friends' Report: No report; there were no meetings but Schwelm mentions there has been a virtual book group which has been nice.

Old Business:

1 Idea of Pandemic Policy: There are samples available for drafting policies for future policies.

2 Budget: Calculated payroll and mandatory purchasing and utilities for the rest of the year, and we will have surplus funds in our account. We're currently not spending down the equipment line, or the professional development line. Schwelm wants to know how much should go back to the town and how much should be used for equipment. Mulvehill suggests that you should use the equipment budget for the new computer and we re-assess in May. There is also the suggestion that we could use the equipment budget to extend the WiFi to the Judd Room and we would still give some money back to the town.

New Business:

No new business.

Other business to be brought before the board: None.

Set date of next meeting: a week earlier than usual, Monday, May 7th, at 7 pm to prepare for the instance that perhaps schools may open.

Adjourn at 7:28, roll call is made and unanimously accepted by each member