

Minutes of the June 26, 2020, Special Meeting of the Brewster Public Library Board of Trustees

In consideration of the public health emergency, the Board of Trustees conducted a virtual meeting using the ZOOM app. Public notice of the special meeting was given on the Library's website. In attendance: John Blaser, Margaret Bruen, Peter Carey, Michael Conn, Karen DeSantis, Kevin Finnegan, Robert Gosselink, Kathleen Sakowicz, Gina Loprinzo (Director).

Mr. Carey called the meeting to order at 5:06 p.m.

Ms. Bruen moved to approve the minutes of the May 27, 2020, and June 2, 2020, meetings of the Board. Mr. Finnegan seconded the motion, and the Board approved the motion unanimously

New Business.

The Board reviewed the Financial Report. Ms. Bruen moved to accept the Financial Report. Ms. DeSantis seconded the motion, and the Board approved the motion unanimously.

Ms. Loprinzo discussed the Director's Report. Mr. Gosselink moved to accept the Director's Report. Mr. Finnegan seconded the motion, and the Board approved the motion unanimously.

The Building Committee discussed the status of the expansion project.

The Board reviewed a proposed change to the Library Employee Handbook that would give the Director the discretion in extraordinary circumstances to waive the requirement that a minimum of 2 workers be on site during operations within the Library building. After a further revision, Mr. Blaser moved to adopt the revised provision. Mr. Gosselink seconded the motion, and the Board approved the motion unanimously.

The Board reviewed the Library's proposed COVID-19 Sick Leave Policy. Ms. DeSantis moved to adopt the Policy. Mr. Conn seconded the motion, and the Board approved the motion unanimously.

The Board reviewed the Library's proposed Reopening Plan Service Level B. Mr. Blaser moved to adopt the Plan. Mr. Conn seconded the motion, and the Board approved the motion unanimously.

The Board reviewed the Library's proposed New York State Business Reopening Safety Plan. Mr. Finnegan moved to adopt the Safety Plan. Mr. Gosselink seconded the motion, and the Board approved the motion unanimously.

The Board reviewed the Library's proposed Proactive Infection Plan. Ms. Bruen moved to adopt the Plan. Mr. Finnegan seconded the motion, and the Board approved the motion unanimously.

The Board reviewed the Library's proposed Telecommuting Policy. Mr. Conn moved to adopt the Telecommuting Policy. Mr. Blaser seconded the motion, and the Board approved the motion unanimously.

The Board reviewed the Library's proposed Safe Practices Policy. Mr. Blaser moved to adopt the Safe Practices Policy. Ms. DeSantis seconded the motion, and the Board approved the motion unanimously.

The Board reviewed revisions to the Library's Public Health Emergency Policy. Mr. Gosselink moved to adopt the revised Public Health Emergency Policy. Ms. DeSantis seconded the motion, and the Board approved the motion unanimously.

The Board considered the following construction-related invoices: Barone Construction Group for \$36,477.62; Vamco Sheet Metal, Inc. for \$19,047.50; Tectonic Engineering Consultants for \$980 and \$2,340; and Jacobowitz & Gubits LLP for \$805. The architect has certified the Barone and Vamco invoices for payment. Mr. Finnegan moved to approve payment of these invoices. Ms. Bruen seconded the motion, and the Board approved the motion unanimously.

Ms. Bruen moved to adjourn. Ms. Sakowicz seconded the motion, and the Board approved the motion unanimously. Mr. Carey adjourned the meeting at 7:06 p.m.