Salisbury Free Library
Meeting Minutes 7 July 2020

Meeting began at 1803

All votes this evening taken by role call.

In attendance: Katherine, Michele, Christine, Kathleen, Jen L, Jen H

Pam absent

Old business:

Pam will get meeting minutes out to people. Michele motioned to move June mtg minutes to August. Kathleen seconded. All in favor.

Jen L credit card attached to individual and entity. SS # is not required to get card. Visa said ss # optional. Person will sign on behalf of library, issued card and name of library. Tax id # assigned to card. Jen L will go to bank w/someone and do handoff.

$2000. transferred from savings to operations for PPE.

Kathleen reported Pam did payroll and will send out written notes to all if needed. Michele requested this be done. Kathleen will let Pam know.

Katherine reports all supplies but a touchless thermometer have been acquired. Curbside is going well. 2-3 people visiting daily. Not overwhelming.

Katherine will do a small book order soon on specific requests.

New Business:

April meeting. Pam elected alternate Payroll Treasurer Jen H elected to Treasurer and Michele elected to Chair Kathleen to Secretary.

Michele motioned to amend April minutes to reflect all new elections Jen H seconded. All in favor.

Employee COVID 19 illness policy. Vote will be put off until August meeting for all to read and approve/disapprove. Katherine will have a hard copy for Christine to review at library for pickup.

Old Business:

Re-opening – Some new guidance documents released and in directors report. All agree there is no rush to reopen and we will continue to monitor COVID statistics and make safe decisions.

Katherine presented several areas for board to consider regarding re-opening. This will be revisited in August.

Summer program is virtual and is up and running. Things are moving along and going well.

Katherine will talk w/HVAC person about air filtration in library.

Curbside service will continue until further notice.

August 4 next meeting. Michele motioned. Kathleen seconded. All in favor. Meeting adjourned at 1850.