

HAMLIN COMMUNITY LIBRARY
Board of Trustees Minutes
June 11, 2020

Due to lack of a quorum the February board meeting was canceled. The April and May meetings were canceled because of the pandemic and social distancing.

Present: George Waters III, Jamie Dileo, Jacky Gillette, Carol McManus, Deborah Wheeler, Joan Condel, Lynn Scramuzza, Director

Absent: Duane Austin, Robin Marhevka

George Waters III called the meeting to order at 6:10 PM. Because of social distancing due to the pandemic, the meeting was held via ZOOM.

Recognition of Visitors: none

Minutes: motion made by Carol McManus and seconded by Debby Wheeler to accept the March minutes as presented. **Motion carried**

New Board Member Request: A letter was presented to the board by Cheryl Hope to become a member of the Hamlin Community Library board. Joan Condel made a motion to accept Cheryl Hope as a board member. Seconded by Deborah Wheeler. **Motion carried**

Treasurer's Report: Jacky reported that because of social distancing she was unable to meet with Lynn and there will be a full report at the next meeting.

Garden Project: Jacky stated that Friends of the Library president Carolyn Black had said that they would donate \$500.00 for the garden project. However, when it came time to give this amount they decided to give only \$231.70. Jacky has been fully reimbursed by the library for her expenses.

The Board would like to thank Jacky for designing and bringing the garden to life and to her husband Tom, who helped shovel all the stone and soil, suggested and built the stone wall.

Thanks also go to the following: Bill Cullen who handmade two picnic tables and two benches, Paul Kellogg's Garden Center, Countryside Greenhouses, Tractor Supply, Weis Markets, Agway Honesdale, Agway Lake Ariel, Home Depot Honesdale and Shaffers/Dirlam Hardware for an umbrella.

Director's Report: Wayne County will be entering the Green Phase on Friday June 12th. The library is set to open on Tuesday June 16th. Masks will be worn all the time except when guests are not in the library.

Forgo taking of temperatures at this point. If the need arises it will be done. Using tracing - if someone appears to be sick or becomes sick their name and phone number will be used to trace them. All information will be shredded after one month for privacy protection.

Passport appointments are being scheduled between 11 and 2 PM. There will be one appointment an hour. Several appointments have been scheduled.

Staff has been busy helping with the Help Line.

A check for \$37,951.00 has been received from the county and was deposited.

NEPA gave \$250.00 which will be used for summer rewards.

Motion: made by Jacky to accept the Hamlin Community Library COVID 19 phased reopening plan. Seconded by Deb Wheeler. **Motion carried.**

Physical Building and Grounds report: George reported that the locks have been rekeyed at the price of \$300.00. George, Lynn, Library staff and cleaning people have keys. Little Creek has their own keys and there are keys when the community room is rented. The reason for the rekeying is a liability issue. Lynn has a key to her office and another located in a secure place in case access is needed in her absence.

WLA Report: George is researching grants available

Friend's Report: Robin absent.

Old Business: Landscaping completed

Mission and Vision: On hold

New Business:

Fundraising for 2020 is on hold.

Community Room Plan Jacky suggested that shelves be built on the back wall with a barn door to hide them. This would make the community room more appealing for rental. It was suggested that someone contact Western Wayne and Honesdale woodworking class for volunteers. Looking for a plan and estimate.

A book sale of the books in the community room will be held July 18th and 19th from 10 to 3 PM. Purchase a bag for \$10.00 and fill the bag. Volunteers needed.

Motion made to adjourn the meeting at 7:20 PM by Deb Wheeler and seconded by Carol Mc Manus. **Motion carried.**

Respectfully submitted

Joan A Condel, Secretary

Next meetings June 25th and July 9th