

Newark Public Library Board Minutes | 2020

Date: August 13, 2020

Call to Order by Joey Nicosia at 5:59 PM.

Present: Melissa Correia, Joey Nicosia, Allan Mallette, Russ Harris, Sue Oberdorf, Lisa Burley, Dan Bement, Christine Mizro

Absent: Deb Barry

Public Comment: none

Secretary's Report: Review of minutes. Motion to approve made by Russ, Chris 2nd, passed unanimously.

Treasurer's Report: Review of budget report. Motion to approve budget report made by Sue, Dan 2nd, passed unanimously.

Review of abstract. Motion to approve abstracts made by Chris, Sue 2nd, passed unanimously.

Director's Report: The Library has been officially open to the public since July 29th. Customer traffic has been very slow, which has been ok since we need to monitor how many people are allowed in the building to properly social distance. Youth services virtual programs are still doing well, and some outdoor classes are being offered for adult programming. Celeste has held some well-received book discussions, with many participants sending in positive feedback. In facilities news, the new roof is complete, and the first two phases of the four phase air conditioning project are complete and already proving to be a worthwhile investment.

Committee Report: The personnel committee met to discuss staffing and vacation time. All but two staff members are back working in the building. The staff is being paid for their normally scheduled hours, even though many are not working their full/normal hours. The committee recommends that we continue to pay regular pay through December. However, we will revisit staffing by the first of the year to determine if we need to discuss staffing levels. Melissa will draft a staff memo to let the employees know this information.

Old Business:

*Oath of Office-taken by Joey and Sue

*Named Gifts-A plaque has been made for the new meeting room in honor of the generous donation from June Renner that made construction of the room possible. When our landscaping work is finished up we will be making another plaque to place outside to honor Jennifer Ross and Lura Radder for the very generous donation the left to the library years ago that has allowed us to make many improvements to the building.

New Business:

*The board accepts the resignation of Patricia Payne and thanks her for her service.

*Joey appointed Sue as the new VP for the board. The board unanimously approves the appointment, and Sue accepts the role.

Review of policies and bylaws:

*Bylaws review-Motion made by Dan to amend Article III, section 1 to strike 'except during July and August'. Second to the motion made by Chris, passed unanimously.

*Policy review-Collection development- reviewed, left as written

*Policy review-Confidentiality of records-Motion made by Sue to change title of policy to 'Confidentiality of Patron Records'. Second to the motion by Dan, passed unanimously.

*Policy review-Annual evaluation of the library director and determination of director's compensation-reviewed, left as written. However, because of the closure due to Covid-19, the board has decided to do Melissa's review in December this year with the rest of the staff vs. June as we normally would have given it.

Motion to adjourn is made by Dan, Sue 2nd, passed unanimously.

Meeting adjourned at 7:12 PM. **Next meeting 9/10/20 at 6:00 PM.**