

**New Providence Memorial Library
BOARD OF TRUSTEES MEETING**

June 16, 2020

Board of Trustees:	Mr. A. Au*	Mayor A. Morgan*
Roll Call	Mr. J. Cronin*	Ms. D. Munies*
	Ms. M. Demich	Mr. M. Ondris *
	Ms. Lisa Florio*	Ms. K. Stieh*
	Mr. K. Lee	Ms. P. Vinaixa*

(* indicates present in the conference call)

A meeting of the Board of Trustees of the New Providence Memorial Library was held on June 16, 2020 by conference call.

President John Cronin called the meeting to order at 7:33 pm, and stated that adequate notice had been given in compliance with the amended Open Public Meetings Act.

PUBLIC HEARING:

No members of the public called in to the meeting.

APPROVAL OF MINUTES:

A motion to approve the minutes of the May 19, 2020 meeting was made by Mr. Morgan and seconded by Mr. Au. The minutes of the meeting held on May 19, 2020 were unanimously approved.

DIRECTOR'S REPORT:

Ms. Florio reported that Governor Murphy has implemented Phase II of the reopening process and has stated that libraries will be able to have curbside service as of June 15. However, the public cannot enter the building yet. Phase I of the library's reopening plan will begin on Monday, June 22. There will be tables set up in the foyer of the main entrance where requested items will be placed. There will be a "soft start" on Friday, June 19 where items placed on hold 3 months ago will be checked out to patrons if those items are in the library. On Wednesday, June 17 there will be a staff meeting to discuss the mechanics of how curbside will work.

Mr. Cronin asked when fines would be reinstated. Ms. Florio replied that fines would begin to accrue as of June 30. However, fines will not be collected until sometime in the future. It may be necessary to forgive a fine if someone wants to pay their fine but we are not able to collect that fine. The goal is to motivate people to return library materials so that these items can circulate again.

The Friends have done a direct mailing fundraiser to help pay for Conti Room renovations, such as fresh paint, new tables and carpet and chair cleaning. They have already received \$3300 from 30 donors.

Carl Schumm notified Ms. Florio that the countertop for the YA section bar will arrive on June 30 and will be installed soon afterwards.

Plexiglas shields have been ordered to be used when patrons are allowed back in the library. The chairs purchased with the Lions Club donations will arrive tomorrow.

Mr. Cronin made a motion to accept the Director's Report as submitted. Ms. Stieh seconded the motion and the motion was passed unanimously.

ACTION ON BILLS:

Motion to approve the May 2020 Operating Acct. Bills Payable: P. Vinaixa
Seconded: J. Cronin

Motion to pay the May 2020 Operating Account Bills Payable was unanimously approved.

Motion to approve the May 2020 Special Gifts Account Bills Payable: P. Vinaixa
Seconded: J. Cronin

Motion to pay the May 2020 Special Gifts Account Bills Payable was unanimously approved.

Operating Account:	\$71,063.10
Special Gifts Account:	\$850.26
Total:	\$71,913.36

NEW BUSINESS:

Discussion and Approval of Reopening Plan

Ms. Florio submitted to the Board a plan to guide the reopening of the library. Mr. Cronin stated that the Plan was produced in collaboration with the Pandemic committee. He also said that the document is highly liquid and changeable as the library opens to the public in several phases. In fact, changes have already been made to the original document. There was no discussion. Ms. Stieh moved to accept the latest draft of the reopening plan. Mr. Cronin seconded the motion and the reopening plan was approved unanimously.

Mayor Morgan said that COVID-related expenses, such as Plexiglas shields, would be covered by the NJCARES ACT which will be administered by the County. Invoices for covered expenses should be submitted to the Borough for reimbursement.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:18 pm.

Leonard Favreau
Secretary to the Board

John Cronin
President