

## Approved Minutes

### Board of Trustees Meeting Minutes: Lindenhurst Memorial Library: April 25, 2020 Via Webex online conference platform

In attendance: Jane Dietz, Lori-Ann Novello, Gabrielle Giacomazzo, Annette DeLuca, Kenneth St. John, Library Director Lisa Kropp, Network and Systems Specialist Brett Whiteford. Board President Jane Dietz called the meeting to order at 9:41 am.

Motion made by Ms. Novello to adopt the meeting agenda, second by Ms. Giacomazzo, passed 5-0.

Motion made by Ms. Giacomazzo to approve the prior meeting minutes as revised, second by Ms. DeLuca, passed 5-0.

Ms. Kropp shared a thank you letter from the Federation of Organizations with the Board, thanking the Library for our donation of 25 3D printed face shields. She also noted that the Library has received over 60 emails from patrons requesting books by mail through the Suffolk Cooperative Library System's "book in a box" pilot program.

Motion made by Ms. Giacomazzo to approve the Treasurer's Report, including all receipts, disbursements and warrants, second by Ms. DeLuca, passed 5-0.

Ms. Kropp presented her Director Report, a copy of which is attached to the original meeting packet. She noted the Environmental Film Festival has shifted to an online event in the Library's new group, "The Conversation Club." Suffolk libraries have sent over 5,000 3D printed face shield kits to Stony Brook Hospital. The library system is working with the Long Range Planning committee to explore options for reopening libraries when the Governor gives the go ahead. She noted that the Library is getting a quote for "sneeze guards" for the service desks and reference tables, and that an order was placed for face masks and hand sanitizer through SCLS. She is also in contact with BBS regarding any design revisions to ponder in light of the COVID-19 physical distancing guidelines, such as more mobile furniture and computers. Ebook usage is up 40% compared to the same timeframe from 2019. The online tutorials from Niche Academy are now available on the Library's website for patron use. Ms. Dietz

questioned WiFi usage while the building is closed. During the period of March 16-April 25, there have been 35 unique users, with 209 WiFi sessions.

Unfinished Business: Ms. Kropp is in touch with Village officials, and the last LFL should be placed by the end of April at Fellers Pond.

New Business: Ms. Kropp noted that the Governor's PAUSE shutdown runs through May 15, and the last date of Sunday service is May 17. She recommended the Sunday schedule is updated to extend Sunday closures through the end of May 2020.

There being no further business, the Board meeting adjourned at 10:22 am upon a motion by Ms. Giacomazzo, second by Ms. Novello, with a 5-0 vote. Upcoming Board meetings: Saturday May 30 and June 20, at 9:30 am

Lisa Kropp, Recorder of Minutes

Antoinette DeLuca, Secretary

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