

## **Lindenhurst Memorial Library: Approved Board Meeting Minutes Special Board Meeting via WebEx Meeting Platform, Tuesday, March 24, 2020**

Present: Board President Jane Dietz, Vice-President Lori Novello, Secretary Annette DeLuca, Trustee Gabrielle Giacomazzo, and Trustee Kenneth St. John.

Also present: Library Director Lisa Kropp, Library Counsel Kevin Seaman, and Library staff members: Head of Adult Services, Paula Bornstein, Head of Youth Services, Andrea Malchiodi, Business Office Manager Melissa Negrin, and Network & Systems Specialist Brett Whiteford.

Board President Jane Dietz called the meeting to order at 10:10 am

A motion to adopt the agenda made by Ms. Novello, seconded by Mr. St. John, carried by a 5-0 vote.

Ms. Kropp updated the Board regarding the mandated closure of the Library building to staff and public, due to Governor Cuomo's ruling regarding the COVID-19 epidemic. She thanked the entire staff for being positive and strong during such uncertain times. Staff members are checking in daily with their supervisors, who are assigning and tracking all work done at home.

The building WiFi is now operational 24 hours a day, seven days a week so patrons can park in the front of the parking lot to access the WiFi signal from their car.

A discussion ensued about the ability to expand a remote service plan should the Governor's order remain in effect for a significant amount of time. Ms. Kropp said a new draft plan will be shared with the Board prior to the next meeting date, for discussion and approval.

The Board discussed the upcoming Annual Budget Vote and Trustee Election on April 7, noting that the Governor of New York has determined all non-essential businesses and buildings remain closed through April 19, 2020.

Upon a motion Mr. St. John, seconded by Ms. Giacomazzo, the Board voted unanimously on the following:

RESOLVED, that the Board of Trustees, of the Lindenhurst Memorial Library, hereby determines to re-schedule and postpone the Library's Annual Budget Vote and Trustee Election currently scheduled for April 7, 2020, based upon the constraints that are expected to remain upon the Library; and the Library District's residents/voters as a result of Declarations and Orders; and Resolutions emanating from Federal and/or State and/or County governments and/or this Board of Trustees; and it is

FURTHER RESOLVED, that the Board of Trustees sets June 30, 2020 as the postponed date on which the Vote/Election is to be re-scheduled; a Legal Notice providing for the Meeting to take place on said date will be forthcoming under the statutory requirements providing for the Library's Annual Budget Vote and Trustee Election.

The Board decided to schedule an additional meeting date for April 14 at 4:00 pm, as the COVID-19 epidemic continues to disrupt the ability for the Library to remain open at this time. Details for calling into the virtual meeting are listed below.

There being no further business of the Board, upon a motion by Ms. DeLuca, seconded by Mr. St. John, and on a 5-0 vote, the meeting was adjourned.

### **Upcoming Meeting Dates: April 14 at 4:00 pm and Saturday, April 25 at 9:30 am**

Please be advised that the Lindenhurst Memorial Library will hold a Special Board Meeting virtually using the WebEx Meeting Platform on April 14, 2020 at 4:00 pm. You can call into the audio meeting using 1-646-992-2010 and entering meeting ID 797-694-028

The April 25 regular Board Meeting is currently still scheduled as an in person meeting in the Library's Small Meeting Room. Should that need to be changed to a virtual meeting, a phone number for the audio meeting and a meeting ID number will be published.