

Spotswood Public Library
Virtual Board of Trustees Meeting

Thursday, August 7, 2020

Next Meeting: August 28, 2020

PRESENT: Anne Wallace, Diane Barlow, Carol Farley, Annamaria Faga, Emma Jane Decker, Marilyn Israel, Mary Leaver, and C. L. Quillen, Library Director.

Anne Wallace called the meeting to order at 10:10 am. Ms. Wallace announced that the Open Public Meeting Act had been complied with and a quorum was present.

ADDITION TO AGENDA: None

COMMUNICATIONS: None

COMMITTEE REPORTS: None

DIRECTOR'S REPORT AND STATISTICS: N/A held till 8/28 meeting

MINUTES: N/A

FINANCIAL REPORT: N/A

PERSONNEL: N/A

OLD BUSINESS: Limited Services During COVID-19 policy tabled. Discussion about purchasing a Victory Sprayer for Disinfecting the Library from Staples. All agreed that it would be a good idea. New computers were discussed. Outdoor lockers for materials pickup was discussed. C. L. to get quote for an Outdoor Access point for extending the Wifi coverage. Plexiglass -- two pieces were missing when it was delivered/installed and there were no cutouts.

NEW BUSINESS: A travel policy based on the NJ travel advisory was discussed. The dates the states were added was removed. All employees must quarantine for 14 days before returning to work if they visit an affected state. Work from home will only be permitted if the travel is due to an emergency or if the state is added to the advisory list after the employee leaves NJ and there is sufficient work available that can be done at home. Anna Faga made a motion to approve, Diane Barlow seconded it and it passed unanimously. The personnel committee will meet to discuss library hours and staffing before our next board meeting. It was suggested that a survey be created to get feedback from parents of school aged children with regard to programming for the fall. The Iditarod program was discussed (well attended and excellent program); the Library has been contacted about showing a film and offering a discussion about the dark side of the Iditarod. Filters were changed in the HVAC system. C. L. had asked that they replace the filters with Merv13 filters (more effective against COVID-19), but New Air has been unable to get them so far. Discussion about which libraries were open and what services are being provided. Anna Faga suggested that we order masks with the library logo to handout. C. L. had priced them previously and it was quite expensive. She will look into it further.

PUBLIC COMMENTS: N/A

EXECUTIVE SESSION: N/A

ADDITIONAL COMMENTS: July meeting date set for Friday, August 21 at 3 pm. Later changed to August 28th

Marylin Israel made a motion to end the regular session at 11:35 am.; Anna Faga seconded. The vote was unanimous.