**Waterford Public Library**

117 Third Street, Waterford, NY

Board of Trustees Meeting Minutes of July 21, 2020

**Attendees**

Director: Tim McDonough

Trustees: Joanne McLeod, Chris Connell, Barry Walsh, James Formosa.

Board President Joanne McLeod called the meeting to order at 6pm

Administration of Oath of Office for Trustees by Patricia Rochelle

Election of Officers 2020-2021:

President-Chris Connell, Vice President-Barry Walsh, Secretary-Joanne McLeod, Financial Liaison-James Formosa

**Minutes**

Motion to approve minutes of the June 16 Board Meeting by Walsh, seconded by McLeod.

**Financials Reviewed**

* Balance Sheet and Budget VS Actual Report were reviewed
* General Ledger –

Citizens Operating Fund, account 1005, balance on June 30, 2020 =

Monthly Expenditures TOTAL =

G/L Approved with a Motion by McLeod and seconded by Walsh

* Unpaid Bills Report for July and August approved for payment, motion by Connell, seconded by McLeod

**Directors Update**

* 2021 Budget Certification signed by Director McDonough and trustee Connell
* People are using the curbside pickup service, but there is a decline in circulation/usage. Director McDonough emphasized that change in staffing model is necessary for new initiatives and to pull in new ideas

**Old Business**

* Updated air circulation system installed (cost $1300) a second filter was installed - expecting additional bill
* Two new computers for circulation system are back-ordered
* Director McDonough will follow-up with Lin to review PPP loan compliance
* A book truck of free books was delivered to the Waterford Swimming Pool
* Field Goods delivery restarting next week

**Board of Trustees Meeting Minutes of July 21, 2020 (cont)**

**New Business**

* It is expected that a ruling will be made in September to determine the amount of the settlement with Momentive.
* To encourage remote users without Internet access at home, the library will participate in T-Mobile Hotspot Program. A motion to spend $1000 for three hotspots was made by Connell, seconded by Formosa
* Cutover to (free) SALS hosted website from existing provider Kilakawa is on schedule

**Public Comment**

There was no public comment

**Adjournment**

A motion to adjourn offered by McLeod, seconded by Connell. Meeting adjourned at 7:15pm.

Next regular monthly meeting will take place on Tuesday, Aug 11, 2020 at 6pm

Respectfully submitted, Chris Connell