

**DOBBS FERRY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
March 12, 2020**

Present: A. Moss, C. Aggarwal, T. Gordon, , J. Wai, J. Golde, L. Stutz, K. Koster, M. Ghiorse
E. Hobson (Director)

Absent: C. Torino, N. Sullivan (Village BoT Liaison),

Meeting called to order by A. Moss at 7:08 pm

February Minutes

1. J. Wai made a motion to approve the minutes, 2nd by J. Golde. Unanimous approval

President's Report

1. A. Moss asked all committee heads to cc: the executive committee on their emails.
2. The board and director agreed to work to improve the promptness of materials for review for board meetings

Director's Report

1. E. Hobson has 5 responses for the children's librarian with 2 good candidates
2. Board discussed ways to make the hiring process inclusive of the community as per our strategic plan's values of inclusion, connection and imperative of more input and participation from the community.

Librarian Report

1. Nothing to report

Budget Committee Report

1. M. Ghiorse made a motion to approve the budget for the next fiscal year. C. Aggarwal seconded. Unanimous approval. K. Koster and C. Torino abstained in absentia.

Friends Report

1. Donations to Cheryl's memorial fund exceeded \$2300
2. An anonymous donor gave \$5000 to the library to be used as needed

Discussion of Corona Virus Strategy

1. The board entered into a discussion of how to respond to the corona virus
2. Discussion of how the crisis related to the newly adopted strategic plan and mission, vision and values of the DFPL
3. E. Hobson noted she was in favor of stopping interlibrary loans and holds
4. Discussion of patron access to the library
5. Discussion of digital options and non-physical role library could play if shut.
6. Board asked E. Hobson to ensure that she finds out the regulations around full time and part time employee work
7. Discussion of how to address the first and second imperatives of the strategic plan focused on bolstering staff and fiscal responsibility
 - a. Options for utilization of part time staff during a shutdown
8. Vote to close the library to the public until the end of march or further notice. The staff will be asked to work remotely until the library reopens. There will be a request

to suspend fines. All upcoming events public and private will be cancelled. The library will do a deep clean. Money from a special grant to the friends will be used to bolster e-book holdings, periodicals and electronic resources. Phone lines will be rerouted to staff at home to answer reference questions or find ways to help community members with services they may need.

- a. J. Golde, A. Moss, M. Ghiorse, C. Aggarwal, T. Gordon, L. Stutz, K. Koster vote Yes. J. Wai abstains. C. Torino abstains in absentia.

Executive Session

Meeting adjourned 10:50 pm