

**DOBBS FERRY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
May 13, 2020**

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

Absent: C. Aggarwal,

Meeting called to order by A. Moss at 7:07 pm

Director's Report

1. E. Hobson is creating opening policies and scanning other Westchester libraries for policies to adapt to Dobbs Ferry.
2. E. Hobson was able to meet with the staff for a productive meeting on reopening
3. Staff continues to adapt and run programs like Cult Movie Night, Online writing programs online. They continue to execute programs to serve the Dobbs Ferry community and search for new ways to reach out.
4. The search for a children's librarian continues to steadily progress with hopes that they will be hired in time to run summer programs.
5. The budget for the library was approved. The board and staff appreciated the conversation with town officials in setting a budget that will allow the library to start the execution of its strategic plan and serve the people of Dobbs Ferry in a more robust manner.
6. E. Hobson iterated that because we don't know the future, the library will take an approach to be as adaptable as possible and at the ready to shift going forward to provide the most services that are safe for the public as possible.
7. E. Hobson asked the board to think about how libraries in the area might work together to save on costs through centralized purchasing and other shared costs.
8. The board discussed opportunities and ideas around the imminent hire of the new children's librarian. In this climate the board decided that the position would be an essential one whether the building was open or not to serve the children of Dobbs Ferry and their caretakers.

Pandemic Policy

1. The board discussed the necessary language to create a pandemic policy
2. The policy is necessary to protect staff and visitors
3. Issues raised during the discussion:
 - a. How do we ensure proper tracing of visitors to the library
 - b. How do we ensure privacy of our staff, and community.
4. A. Moss proposed to postpone vote on pandemic policy until the board and Director can do further work on the document.
5. The board voted to create a Covid Response Team task force with the goals of ensuring an appropriate response of the library to pandemic ensuring the library continues to serve the community while keeping staff and community safe. J. Wai was appointed as chair, J. Golde, L. Stutz as official members and with input from the whole board.

6. Task force will delimitate issues that need to be addressed and policy committee will add expertise to it.
7. Discussion on whether to buy and install barriers for staff and community safety
8. VOTE: Approval for Pacific transglobal barriers J. Wai makes a motion. Seconded by C. Torino. Unanimous except K. Koster who abstains from the vote.

Friends Report

1. The next Friends meeting is May 18
2. Vikki's term is coming to an end as president
3. The by-laws of the Friends need to be revised so term of office ends June 1
4. Previous board said fiscal year Jan 1-Dec. 31 but operating from June 1-May 31. IRS suggested to change by-laws and organization and Friends think good idea to change so runs Jan. 1-Dec. 31
5. Board wants to do a SWOT analysis and then present to board
6. Mary has been putting up stories every day at 2:00pm with great response

Executive Session

Meeting adjourned 9:04 pm