

**Round Lake Library Board of Trustees Meeting
August 11th, 2020
Zoom Teleconference**

Trustees Present: Nancy Theissen, Lance Spallholz, Diane Marchand, Courtney Graham, Lydia Hoffman, Stacey Thayer

Associate Trustees Present: Angela DeMeritt, Steve Ames, Lorrie Anthony

Excused: Sue Lesar

Absent: None

Director: Jennifer Hurd

Public: None

Meeting Dates: Jan 14, Feb 11 (SALS report), Mar 10, Apr 14, May 12, Jun 9 (budget subcommittee), Jul 14, Aug 11 (approve budget), Sep 8, Oct 13, Nov 10, Dec 8

The meeting was called to order by Nancy Theissen at 7:01 pm.

Minutes: The minutes for the July trustees' meeting were reviewed. A motion to approve the minutes of the 7/14/20 meeting was made by Diane Marchand, seconded by Lance Spallholz and unanimously approved, with one abstention by Lorrie Anthony who was absent from the last meeting.

Directors Report/Reopening Update: The attached* Director's report for July was discussed. Highlights include: -Curbside service and virtual programming continued through the month of July, featuring some new virtual and DYI programs, including a costume contest held through Facebook, virtual book talks, and Lego kits available for checkout. -July 21st marked the next stage of reopening, with stage 3 at a modified pace due to concerns about safety. While curbside service remains the most popular method of receiving library materials, as of July 21st patrons are allowed to pick up materials at the circulation desk; browsing and computer use are still not available. Infection rates statewide, and specifically within Saratoga County, are being monitored and will drive decisions on continuing to open facilities further. -Interlibrary loaning of materials has resumed in full in both SALS and MVLS. Quarantine of materials has been adjusted from a period of 3 days to 4, in response to IMLS testing of library materials. -On August 12th, browsing for patrons will be allowed to resume, and a

single card catalog computer is available for use (and can be sanitized between patrons).

Library Statistics: Monthly reports for the library statistics were reviewed. ***Copies attached.****

Budget/Quarterly Reports/Warrants: The Board reviewed the monthly reports for the library budget, as well as profit/loss, balance sheets, and warrants for July of 2020. Motion to approve the financial documents through July 31st of 2020 was made by Stacey Thayer and seconded by Lorrie Anthony. The motion was unanimously approved.

Library Service Agreement Update: Still awaiting word for the service agreement being placed on the agenda for a Town Board meeting, though communications with members of the Town Board continue.

PPP Update: Application for loan forgiveness of the PPP funds obtained will be completed by the end of the week, with further updates to come.

Adjournment: A motion to adjourn was made by Lydia Hoffman at 7:24pm.

**** above are to indicate that copies are available for viewing at each of the library branches***