
PRESENT
Chris Mirrione
Jeff Nutting
Liz King
Suzanne Stockman
Dave Giambattista

OTHERS
Carl Gouveia
Tori Payne
Lin Macholz
Pat Rapp

The meeting was called to order at 5:00 p.m. by Chris Mirrione, President. Mr. Mirrione stated that this was an emergency meeting and the priorities are the health of the community and the health of staff, and the meeting was called to review and authorize exceptions to policies and public services.

30 MINUTE PUBLIC COMMENT PERIOD

There were no comments.

REVIEW OF AGENDA

There were no changes to the agenda.

NEW BUSINESS

Mr. Gouveia requested the library be closed indefinitely, based on recommendations by the county health commissioner regarding the COVID-19 virus. He wants to be sure staff is paid for scheduled hours, regardless of whether they report to work or not. He stated during an emergency closing beyond 7 days, he needs Board approval to continue paying staff. He also said that money is budgeted for all employees.

There was discussion about whether all employees should be included, determining a “backstop” point at which the Board would review again, annualization of part time workers based on their average hours, the legality of paying employees while they are not working, and what the school district is doing at this time.

Mr. Giambattista checked the personnel manual to review the emergency closing policy. Current policy allows for closing the library in an emergency for up to 7 days. Board members agreed that extending the policy through April 30, 2020 and reviewing again, if necessary is a good course of action, with the caveat that if the library reopens prior to April 30, staff is required to return to work. Mr. Gouveia was asked to check with other public entities to try to maintain consistency.
Mr. Gouveia requested that the library extend the current emergency closing policy to no later than April 30, 2020.

A motion was made by Dave Giambattista and seconded by Liz King to extend the emergency closing policy from the current 7 days to April 30, 2020, while the library is closed, contingent upon discussion with the Monroe County Library System and HR Works. During this time, staff will work from home, to the extent possible.
Motion carried unanimously.

Mr. Gouveia stated that he is currently planning to have staff report to answer phones and shelve returns. Librarians will ramp up ordering of digital materials. He will explore curbside pickup options, if this can be done without becoming a traffic issue.

Mr. Gouveia stated anyone who traveled recently or is feeling ill will be told to stay home. He said the library will backdate due dates to Saturday, March 14, 2020 for all returns until the library reopens, so there will be no overdues or fines during the time the library is closed. Ms. Payne said LAS should be able to do this for us without backdating; she will contact them.

The Board discussed possible options for upcoming Board meetings, such as conference calls or video calls.

PRESIDENT’S COMMENTS

Mr. Mirrione thanked everyone for coming in on short notice, saying it was important to work this out. He appreciates the extra effort by the staff to maintain service to the community. He also thanked Mr. Gouveia, Ms. Payne, and Ms. Macholz for their leadership during this time. He is confident in the library’s leadership during this unprecedented time.

Mrs. Stockman stated that, for consistency of communication, it’s useful to direct people to the link on the library’s website.

ADJOURNMENT

A motion was made by Dave Giambattista and seconded by Liz King to adjourn at 6:00 p.m.
Motion carried unanimously.

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Pat Rapp, Clerk to the Board