

Lee-Whedon Memorial Library

Board Meeting May 18, 2020

Present: I. Mark, C. Kiebala, S. O'Dea, D. Schwert, C. Cooper, K. Mostyn

Excused: B. Conners

C. Cooper called the meeting to order at 4:07 p.m.

Ken DeRoller of the Orleans County Task Force had sent an email stating that they consider libraries part of the NYS Phase 1 Reopening. That means we can open for curbside pickup beginning May 15.

C. Cooper has filled out the Safety Plan template provided by NYS. We are required to have a copy onsite and available in the event that someone tests positive for COVID-19 that has been at the library.

C. Cooper distributed copies of the Reopening safety plan for Phase 1. Phase 1 states that we will be open for curbside pickup only. Patrons are allowed to borrow 3 items at a time. Staff will follow all new safety protocols to fill each person's request. When patrons arrive they will text staff that they are here and staff will bring out their bagged items. Staff will follow all safety protocols during delivery of items. This is new to all of us and the process will likely be adjusted/streamlined as we continue with Phase 1 to ensure everyone's safety.

C. Kiebala made a motion to approve the Phase 1 Reopening plans. The motion was seconded by S. O'Dea and unanimously approved by all.

We will advertise our reopening on the Hub, Pennysaver, our website, and our social media.

The meeting was adjourned at 4:29 p.m.

The next Regular Board Meeting is June 9 at 4:00 p.m.

The Annual Board Meeting is June 9 at 5:00 p.m.

Respectfully submitted

K. Mostyn 5/19/2020