

**EAST LYME PUBLIC LIBRARY  
MINUTES OF THE BOARD OF TRUSTEES MEETING  
May 04, 2020 at 6:30 p.m. via Zoom**

**Members Present:**

T. Attanasio, D. Berry, T. Borden, F. Clemo, A. Fisher, L. Fitzgerald, C. Hayes, M. Helms, L. Hobby, D. Jacobs, E. Karanth, S. Luber, J. Makiaris, L. McIlhenny, S. Mayer, M. Ortiz, L. Timothy, P. Velcofsky, M. Zamarka. Also present was prospective trustee, Platt Arnold.

**Call to order:** President David Jacobs called the meeting to order at 6:36 p.m.

**Delegation from the public:** None

**Secretary's Minutes:**

John Makiaris made a motion to accept the secretary's minutes of the previous meeting. Christie Hayes seconded. The motion was accepted

**Treasurer's Report:**

John said he was meeting Tara Borden & Lisa Timothy weekly, taking care of any bills that are due. Staff are getting payed and the budget is on target.

**Director's Report:**

Lisa stated staff members are performing some of their tasks online. Physical books are on hold while e-books are on high demand. She is attending the weekly meeting with LION to take steps for reopening. Story- walk installation is funded from Annual fund drive and will be installed at BrideBrook.

**President's Update:**

Dave asked Tara to explain some of her tasks. Tara said she is conducting adult & mystery book discussion online. She also started a craft program, "Crafting through quarantine" which is going well. Rebecca is doing children's story time on social media. David emphasized even though the library is physically closed but we are providing many things online.

**Committee Report:**

Budget: Lisa stated, Board of Finance meeting for FY21 budget will be virtual on May 11<sup>th</sup> by phone. She has proposed a decrease in budget.

**Old Business:**

**Carpet replacement update:** Lisa got the cost of said carpet. Waiting for the approval from town hall.

**Plan of Conservation Development-** Larry Fitzgerald: No report

**New Business:**

**Local History initiative for pandemic:** David stated, East Lyme public library is archiving pictures, stories, interviews about the Covid 19 pandemic affected patients in East Lyme town. The library has set a link on the East Lyme Public Library website for people to share their stories or pictures related to it.

**Plan for Reopening the Library:** Lisa stated that reopening of public library will be in 4 phases. First phase will be curbside delivery. She added public library does not fall under governor's plan yet. We are planning to open curbside delivery on May 26<sup>th</sup>.

**Motion to require patrons using the library to follow local and state social distancing guidelines:** No action taken.

**Motion to waive late fees:** Abe Fisher made a motion to waive late fees on library materials until further action, Molly Helms seconded. Motion was accepted.

FILED

June 23 2020 AT 9:30 AM/PM  
Molly Helms  
EAST LYME TOWN CLERK

**Adjournment:** John made a motion to adjourn the meeting at 7:25 p.m. Lawrence, seconded. The meeting was adjourned.

**Date of next meeting:** Monday, July 13, 2020 6:15 p.m. – Annual Meeting and Regular Bi-Monthly Board meeting.

Respectfully Submitted,

Ekata Karanth  
Secretary

02/17  
MAY 13 2020  
SECRETARY