

**EAST LYME PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES MEETING
September 14, 2020 at 7:00 p.m.**

Members Present in-person:

D. Berry, A. Fisher, C. Hayes, D. Jacobs, J. Makiaris, L. McIlhenny, L. Timothy.

Members Present via Zoom:

T. Attanasio, F. Clemo, L. Fitzgerald, M. Helms, E. Karanth, S. Luber, M. Ortiz, P. Velcofsky, M. Zamarka

Call to order: President David Jacobs called the meeting to order at 7:00 p.m.

Secretary's Minutes:

Loretta McIlhenny made a motion to accept the minutes of the previous meeting. Deena Berry seconded. Ekata Karanth abstained. The motion was accepted.

Treasurer's Report: John Makiaris reported that finances are up to date. New expenses that are a result of Covid-19 are cleaning and sanitizing supplies.

Delegation from the public: Former East Lyme Board of Trustee President Holly Cheeseman gave a brief update on what is happening at the state level.

Director's Report: Lisa reported that the library will continue to do online programs. Rebecca will be coming up with a new program in October. The library has invested in online databases which will be used for online programming like crafts during the winter. Carpet installation has started. The library will order a drive-up book drop for the parking lot. East Lyme Public Library staff is working efficiently on different projects. Radha is working on setting up library store to sell items as a revenue to the library. High school students are volunteering for local history input.

President's Update: Dave said he would have updates in the old and new business

Committee Report:

- Administrative policy: No Report.
- Personnel: No Report.
- Public Relation: No Report.
- Nomination: Dave briefly explained how the nomination committee worked. He requested the board members to volunteer to be in this committee with Loretta. Deena Berry, Abe Fisher and Lois Hobby have agreed to volunteer to serve on this committee. Dave has requested to nominate high school representatives as there are two vacancies.
- Budget: No Report.
- Publication Committee: No Report
- Strategic Planning Committee: No Report

Old Business:

- No Fines Policy: Dave and all board members discussed this policy, which will be updated and voted on at the next meeting.

FILED

Oct 29 2020 AT 11:30 AM/PM
Kenneth Helms
EAST LYME TOWN CLERK

New Business:

- **Staff Carry forward of 10 vacation days this year:** Lisa discussed the issues of staff member vacation carry forward for this year. Christy Hayes moved the motion to change the policy for the calendar year 2020, to allow to carry forward 10 vacation days rather than 5 vacation days. Abe Fisher seconded. Motion passed.
- **Sarah Mayer certification resolution:** Abe Fisher, made a motion to adopt the resolution as follows: "In honor of her term of service on the library's Board of Trustees, and in recognition of her fulfillment of her Trustee duties as High School Representative, be it resolved that Sarah Mayer is recognized for her distinguished service with grateful and sincere thanks for her dedicated contribution to the library. Further, this resolution is to be retroactive to July 13,2020." Loretta seconded. Motion passed.
- **Black Lives Matter policy:** Dave gave a brief explanation how the library should have a policy to recognize Black Lives Matter in our town. Dave suggested to have ad hoc group formed and encourage Steven to join the group. Dave asks this group present a library policy at the next meeting. Molly Helms, Platt Arnold, and Frances Clemo happily volunteered to join the ad hoc team.

Adjournment: Christie Hayes made a motion to adjourn the meeting at 7:55 p.m. Abe Fisher, seconded. The meeting was adjourned.

Date of next meeting: Monday, November 9, 2020 7:00 p.m.

Respectfully Submitted,

Ekata Karanth
Secretary