

## **Newtown Public Library Board Meeting – 06/18/2020**

Call to Order: 7:03

Roll Call: Erica, Arlene, Arie, TV, Tony, Howard, Sandi

Approve agenda: Arie motioned, Sandi seconds -approved

Approve minutes: Erica motioned, Howard seconds, approved

Treasurer's Report – We're still OK, our biggest concern. State has issued bifurcated budget – their fiscal year goes from July to December. They will do rest of fiscal year later. We got our money from the state this year. How will it look for next year. We did get our 2<sup>nd</sup> quarter from the township, few donations came in, interest (couple 1000s. When we do June's report, different expenses will be paid. Arlene hasn't done a ton of ordering except for PPE. No books yet. She has an order ready to go – waiting to hear from main book vendor. We're going to start to order them already processed – labeled, bar codes, covers. Lot less staff intensive. Arlene was talking about doing this before Covid.

Arie said that looking at books at web based resources, curious to see how long we stay in green once we get there. As we slowly order things, we need to be cautious. That is Arlene's plan. eBooks have been ordered \$2000 worth, half paid by Friends.

There is a donate button on the website. \$23K under budget – we are right where we should be – that will go up with June numbers. We had a lot of cleaning done, different expenses, it will start catching up, more accurate in June. We can change from operating budget. Arlene has meeting next week with Steve to see if we can get Covid relief funds.

Arlene is keeping separate tally of Covid related expenses.

Sandi motions, Erica seconds. Passes

Director's report:

Circulation wasn't great. eBooks circulation grows. Angela is working to develop programs.

Overwhelmingly positive response to contactless pickup.

Sandi had to leave, Tony took over minutes:

New Business

1. Payroll -As of July 1st, Library staff will be paid per hours worked. This might mean some will not get paid their usual workload because not everyone can complete their work while working from home. The Board voted to support Arlene in implementing the payroll change on July 1. All Library Staff is part time with Angela working 32 hours.
2. The next DCL meeting is August 6 on Facebook Live. Kathy is attending. Erica is the designated backup. Tony also will attend.

Old Business

1. Newtown Public Library's Curbside and Contactless pickup is in effect and running smoothly.
2. In addition to overseeing Newtown Public Library's careful reopening, Arlene is closely watching other librarians and taking note of their initiatives as well.

Next meeting - July 16, 7 pm