

Seymour Library
Board of Trustees Meeting
May 20, 2020

Agenda

Due to COVID-19, meeting to be conducted via Zoom

Attendance

Absent:

Guest Presentation: Brenda Rooks (Yeager-Treviso CPA) and Nancy Powell (Seymour Bookkeeper) on library's new financial reporting system

Approval of Meeting Minutes & Special Meeting Minutes

- April 15, 2020 & May 14 special meeting

President's Report

- Director Evaluation completed
- Board Liaisons to the Staff

Financial Reports

- Bills** -- *Due to the virtual meeting, Mike will scan the bills as PDFs and email them to Bernie and Mary S.; they are asked to sign the included form and email/mail that back to Mike.*
- Volunteers to sign bills in June

Director's Report

- Coronavirus issues:
 - New procedures for library (social distancing, hygiene, PPE, etc.) (attachment)
 - Opening for staff
 - Curbside pickup
 - Eventual opening for public

Committee Reports:

Personnel Committee: **Executive Session**

Facilities and Operations

- Energy audit performed; awaiting report
- HVAC updates due to airflow/health

Finance Committee

- Foundation transfer update
- Prep for audit

Marketing Committee

- Virtual Programming Survey results ([attachment](#))

Policies Committee

Nominating

Foundation

Friends

Municipal Liaisons

New Business

Adjournment

Next meeting June 17, 2020 @ 7pm.

Bills were signed prior to regularly scheduled meeting