



Harborfields PUBLIC LIBRARY

31 Broadway, Greenlawn, NY 11740

Board of Trustees

Special Meeting

May 7, 2020 @ 10:15 a.m. via Zoom Conference

Board Members Present:

David Clemens, President
Joyce Hilgeman, Ph.D., Vice President
Ellen Rieger, Financial Officer
Jenny Shore, Secretary
Renee Boyer, Trustee

Director:

Carol Albano

Assistant Director:

Ryan Athanas

Absent:

Cristina Spinelli, Treasurer

PLEDGE OF ALLEGIANCE

The meeting was called to order at 10:32 a.m. by Mr. Clemens, President.

PUBLIC PARTICIPATION

There was no public participation.

2020-2021 TRUSTEE ELECTION

Motion by Mrs. Shore...

As per New York State Executive Order 202.26, dated May 1, 2020, Harborfields Public Library's Trustee Election, for the term July 1, 2020 to June 30, 2025, will appear on the same absentee ballot as the Harborfields Central School District's Budget Vote and Trustee Election. The vote will be held on June 9, 2020. All registered voters in the Harborfields Central School District will receive a postage paid absentee ballot and the District Clerk will receive all ballots.

Second, omitted.

AYES: All. Motion carried.

The Board discussed that the School District is welcome to send the library an invoice for services rendered in regards to including our Trustee information in their legal ad and the open Trustee position on their ballot.

SNEEZE GUARD BARRIERS

Mrs. Albano discussed the need for sneeze guard barriers in order to protect patrons and staff during the COVID-19 pandemic. Barriers would be positioned throughout the library at all public desks and at computer stations in Reference. The barriers are not permanent and some are portable and able to be used in other areas if necessary.

Motion by Mrs. Rieger to accept the proposal from NY Lounge Décor to create custom sneeze guard barriers for the library.

Second, Dr. Hilgeman.

AYES: All. Motion carried.

The Board discussed some possible social distancing measures for when the library reopens. There will be no in-person programming or meetings scheduled for the near future. Masks and other PPE items, including Purell hand-sanitizer dispensers, have been purchased in preparation of re-opening.

WEBSITE DEVELOPMENT

Mr. Athanas discussed the proposal from Library Market regarding the development of a newly redesigned website, which requires a deposit of \$16,950 to start the process.

Motion by Dr. Hilgeman to send the initial deposit of \$16,950.00 to Library Market immediately so that they may begin development. This money will be paid from our Capital Reserves Unassigned Fund per the March 26th motion.

Second, Ms. Boyer.

AYES: All. Motion carried.

Special Board meeting minutes, May 7th, 2020 (continued)

MAY AND JUNE BOARD MEETINGS

Motion by Mrs. Rieger to change both the May 28th and June 25th, 2020, Board meetings from 7:00 p.m. to 9:00 a.m.
Second, Mrs. Shore. AYES: All. Motion carried.

PUBLIC PARTICIPATION

There was no public participation.

ADJOURNMENT

Motion by Mrs. Rieger, seconded by Ms. Boyer, to adjourn the meeting. There being no further business, the meeting was adjourned at 11:03 a.m.

Respectfully submitted,

Katherine Rath for
Jenny Shore, Secretary