

SUMMARY OF DIRECTOR'S REPORT
Given to Board of Trustees December 8, 2020

DIRECTOR'S REPORT

Mrs. Brenner gave her report.

Window & Theater Chair Replacement. Representatives from Smith & Pucillo Architects will meet with the Board via Zoom at the December 8, 2020, Board meeting to discuss the proposed renovation.

Board Policy. Mrs. Brenner presented the revised Freedom of Information Law Policy and the Fund Balance Policy to the Board for their approval.

Budget 2021/2022. Mrs. Brenner and Mrs. Cinquemani have begun the operating budget process for the fiscal year 2021/2022.

Jericho-Pedia. Jericho-Pedia is an easy way to search for subjects relating to Jericho's history long ago and recent facts as well. On our website click on the Reference Department, then the Jericho-Pedia banner, to access this compilation of Jericho's history. If you need more in-depth information than what is found on these pages, please visit our Local History Collection and Archives on the second floor. You can call to schedule a visit or email bmurphy@jericholibrary.org and our Local History Librarian, Betsey Murphy, will get back to you as soon as possible.

Scavenger Hunt. Saturday, November 21, through Wednesday, November 25, 2020, the Children's Room hosted a Scavenger Hunt to celebrate Thanksgiving. This family adventure was a wonderful way to kick-start the holiday season.

NYS Minimum Standards. New York State has established 14 standards libraries must meet including 3 new standards. The 3 new standards, Programming to address community needs, Technology Training for Staff appropriate to their position and Community Partners with other educational, cultural or community organizations, go into

effect January 1, 2021. In reviewing the state minimum standards, Mrs. Brenner noted that we have not prepared a Long Range Plan. Mrs. Brenner has prepared a Long Range Plan that also incorporates the 3 new minimum standards for the Board's review.

NYS Cluster Action Initiative. Directors have been discussing best practices for adjusting library services when communities are identified as yellow, orange or red zones. If our local region enters a Yellow Zone, Jericho Public Library will continue all services such as scheduled seating and computers, browsing, access to copy/scan/fax, in-person librarian assistance, curbside and 'grab and go' service. The Library will closely monitor the situation and advice from local and state officials. If our local region enters an Orange Zone, Jericho Public Library will continue all services listed under Phase 2 of Jericho Library Reopening Plan, curtailing all in-building services to the public. No patrons will be allowed inside the Library. Reduced staff will continue to report for work on-site, staff who can work remotely will be assigned tasks to work at home. Curbside will continue. All virtual events and services will also continue. If our local region enters a Red Zone, Jericho Public Library will close all in-person services, including curbside service. Staff will be sent home to work remotely with only essential employees, designated by the Director, allowed on-site. All virtual events and services will continue.