

use, etc. Phase 4 would limit the number of patrons in the building to use computers and services.

NY Forward Safety Plan. Under Empire State Development Business Guidance, every entity must develop a written Safety Plan outlining how we will prevent the spread of COVID-19. Mrs. Brenner has completed the template provided by NYS Department of Health. This plan must be retained and made available in the event of an inspection by the Department of Health or other local authorities.

COVID-19 Certification. Employees will sign a daily Employee COVID-19 Certification Form to self-monitor their health. Employees will confirm that they do not have a fever of 100.4 or higher, that no member of their household has been diagnosed with COVID-19, etc.

Budget Vote and Election. Executive Order 202.26 states that School District and Public Library votes and Trustee Elections are scheduled for June 9. The Library Board passed a resolution on April 27 adopting the same budget and tax levy as the 2019/2020 budget. Therefore, there is no need for a public vote on our 2020/2021 budget. The Library Board passed this resolution to ease the financial burden of the Jericho community. In addition, the minimum signature requirement for Trustee petitions are waived.

Keyless Entry. Digital Provisions installed a keyless fob entry system as an upgrade from our key based doors. This system is a more secure entry method as we can limit access to certain areas of the building to the appropriate staff.

Carpet Cleaning. The carpets and chairs in the building were professionally cleaned as a safety precaution for staff and patrons.

HVAC Duct Cleaning. Cunningham Duct Cleaning has sanitized the HVAC ducts throughout the building. This was a major project that was completed over the course of 3 days. This routine maintenance work was scheduled for this year.

V. DEPARTMENT HEAD.

N/A.

VI. COMMUNICATION.

N/A.

VII. FINANCIAL REPORT.

Authorizations for Payment were individually examined and approved for payment as follows:

- A. #2020 - 11 for \$49,058.01 - moved by Mrs. Dolowich and seconded by Mrs. Cole.

Yes - 5

No - 0

- B. #2020 - 11A for \$906.28 - moved by Mrs. Dolowich and seconded by Mrs. Cole.

Yes - 5

No - 0

- C. #2020 - 11B for \$253,711.10 - moved by Mrs. Dolowich and seconded by Mrs. Cole.

Yes - 5

No - 0

VIII. COMMITTEE REPORTS

N/A.

IX. UNFINISHED BUSINESS.

- A. Windows Replacement. Tabled.
B. Theater Chairs Replacement. Tabled.

X. EXECUTIVE SESSION.

N/A.

XI. PERSONNEL.

N/A.

XII. NEW BUSINESS.

- A. Board Meeting Dates. The Board of Trustees selected the following Board Meeting Dates for the 2020/2021 Fiscal Year:

Tuesday, July 14, 2020
Tuesday, August 11, 2020

Tuesday, January 12, 2021
Tuesday, February 9, 2021

Tuesday, September 8, 2020
Tuesday, October 13, 2020
Tuesday, November 10, 2020
Tuesday, December 8, 2020

Tuesday, March 9, 2021
Tuesday, April 13, 2021
Monday, May 10, 2021
Tuesday, June 8, 2021

- B. PPE Policy. On a motion made by Mrs. Dolowich and seconded by Mrs. Cole, The Board approved the Personal Protection Equipment Policy.

Yes - 5

No - 0

- C. By-Laws. On a motion made by Mrs. Cole and seconded by Mrs. Dolowich, the Board approved the revised By-Laws of the Jericho Public Library.

Yes - 5

No - 0

- D. On a motion made by Mr. Cheung and seconded by Mrs. Cole, the Board approved to allow all patrons to borrow materials from curbside pick-up.

Yes - 5

No - 0

- E. Next Board Meeting Date Tuesday, July 14, 2020, at 7:00 p.m.

XIII. SECOND PUBLIC HEARING.

There is a 3-minute time limit per individual in each period.

XIV. ADJOURNMENT.

On a motion made by Mrs. Dolowich and seconded by Mrs. Cole, the meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Thomas Wassel
Secretary

Mary Anne Dobler
Clerk of the Board