Board of Trustees
Monroe Free Library
Minutes of the Monthly Meeting/which took place via Zoom
September 14, 2020

Present:
Patricia Shanley - President
Charles LeViseur - Vice President
Casey Auerbach - Treasurer
Barb Cullum - Recording Secretary

Trustees:
Ana Rodriguez
Terry Schommer
Carol Connell Cannon
Gil Goetz

Also Present:
Marilyn McIntosh - Director
Mary Duffy - Assistant Director
Alex Carver - Head of Public Relations
Kerry Martin - Member of the Public

Absent:
Diane Egan

1. Call to Order and Pledge of Allegiance by P Shanley at 8:02 PM. A quorum was present.
2. MOTION by C LeViseur, 2nd by G Goetz to adopt the agenda. MOTION approved unanimously.
3. MOTION by C Connell Cannon, 2nd by T Schommer to approve the August 10, 2020 minutes. MOTION approved unanimously.
4. Public Comment - N/A
5. Director's Report -
    a. MFL has resumed regular hours.
    b. Attendance for Adult and Children's programs has been low.
    c. RCLS system wide interloan will resume on September 21, 2020.
    d. MFL received a $150.00 donation from Harvey Horn. Marilyn sent him a thank you note. He has donated in the past as well.
    e. Marilyn and Alex completed the State Construction Aid application.
    f. Two assurances will be voted on tonight. Pat will sign off on them tomorrow.
    g. The Monroe Handyman started work on several projects

including leveling the floor under Mary's desk and the flagpole repair.

h. Staff will begin clearing out the Book Garden tomorrow.
i. The audit is completed and Marilyn brought it over to the Town Hall.
j. The RCLS Budget needs to be voted on by November 30, 2020. Pat will send the highlights to the board members for review and we will vote on it at the October board meeting.

6. Treasurer's Report - MOTION by C Auerbach, 2nd by A Rodriguez to table the July and August financials.
7. Resolution for the State Construction Aid - The Application and and accompanying documents for public library construction aid to be administered in accordance with the requirements of Education Law §273-a (as Amended by Chapter 148 of the laws of 2014) and Commissioner's Regulations §90.12 was read and duly adopted, and the conditions outlined in the RCLS Assurance letter have been accepted by the Board of Trustees of the Monroe Free Library. MOTION by C LeViseur, 2nd by C Connell Cannon to approve the State Aid Construction application. MOTION approved unanimously.
8. Report of Standing Committees -
    a. By-Laws - Nothing new to report.
    b. Finance - Will continue to research mortgage rates.
    c. Fund Raising - Terry, Pat, and Alex will collaborate on creating a letter to the Public stressing the many ways MFL offers its presence and support for our community.
    d. Grants - Nothing new in addition to the State Construction Aid.
    e. Library Operating -
        i. Carol and Marilyn continue to work on drafting a job description for the hiring of a new director.
        ii. Carol is still waiting to hear back from Dave Cross regarding the Union Contract which expires at the end the year.
9. Buildings and Grounds -
    a. Charlie provided a clear presentation to the Board regarding the tear down of the Book Garden. Thank you Charlie for all the hard work and research that went into the

gathering of this information!

b. MOTION by C Auerbach, 2nd by G Goetz to hire GEO Environmental (Air Quality Monitoring). 7 approve, 1 abstain. MOTION passed.
c. MOTION by C Auerbach, 2nd by G Goetz to hire United Site Services (Fencing). MOTION approved unanimously.
d. MOTION by G Goetz, 2nd by C Auerbach to hire High Ground Industrial, LLC. (Demolition). 6 approve, 2 abstain. MOTION passed.

10. Organization Reports of Special Committees - N/A
11. Old Business - N/A
12. New Business -
    a. Mary received a report from Honeywell stating how much lower our energy use was during the shutdown.
    b. The alarm error has been fixed.
    c. Mary brought the old flags to the American Legion for proper disposal.
    d. A MFL patron committed a theft in the library. This has been dealt with through the proper channels.
    e. We are thankful for Kerry's presence at the Board Meeting this evening as a prospective board member!
13. Good and Welfare -
    a. Pat's nephew is in an induced coma as a result of a head injury. We will keep him and all of Pat's family in our prayers. We hope he will have a successful recovery and that all will be well.
    b. Carol's daughter Bridget now has a combination pacemaker and defibrillator device. We continue to keep Bridget in our prayers.
    c. Tricia resigned her Trustee position. We wish her well!
14. MOTION by C Auerbach, 2nd by C Connell Cannon to adjourn the meeting at 9:10 PM. MOTION approved unanimously.

The date of the next Board Meeting is yet to be determined.

Be safe and well!!