

**Mount Laurel Library
Board of Trustees
Regular Meeting Minutes
November 18, 2020**

CALL TO ORDER: 6:00 P.M.

OPENING REMARKS: Provided by Ms. Kromplewski

OPEN PUBLIC MEETING LAW STATEMENT:

Ms. Kromplewski stated that this virtual meeting via Zoom is being held in compliance with the Open Public Meetings Act. Notice of the meeting was provided by way of the Burlington County Times, the Courier Post, and the Mount Laurel Sun, and it was posted in the library and on its website.

ROLL CALL:

Gina Acerbo -present
Diane Blair - present
Karen Cohen - present
Noreen Duffey - present
Marie Kromplewski - present
Stephanie Sawyer - present
Stephen Steglik - present
Walter Stridick - *absent*

ALSO PRESENT:

Keith Trimble, Esq.
Becky Boydston
Gayle McCormick

APPROVAL of MINUTES:

Approval of minutes of October 21, 2020 meeting:

Motion: Ms. Duffey

6 in Favor

1 Abstention: Ms. Blair

APPROVAL of BILL LIST and BILL LIST ADDENDUM dated 11/13/20 and 11/18/20:

Motion: Ms. Cohen

2nd: Ms. Duffey

Roll Call: 7 yes votes

REPORT from LIBRARY STAFF:

Ms. Boydston's monthly report included information about expanded wi-fi access at the library, new virtual class offerings, receipt of a \$2,000 grant from Techsoup to help provide access to technology, and modification to this year's Books for Kids holiday program. There were no comments nor discussion.

OLD BUSINESS:

Continuing Education Requirement

Inasmuch as library eligibility for State Aid funds is dependent upon Board Trustees meeting continuing education requirements, Ms. Boydston had reminded Trustees to complete online training. Ms. Cohen completed at least 2.5 hours and Ms. Kromplewski completed 1 hour of training during the past month. The Board's training requirement has now been met for 2020.

Ms. Cohen stated that she learned some interesting things about library security from the training courses she attended virtually. The program presenter suggested that public libraries keep Narcan on hand in the event of an overdose emergency. Ms. Boydston explained that Narcan is available but, fortunately, has never been needed to date. Ms. Cohen also said the program presenter suggested having a policy statement regarding video recording in the library since public posting of cell phone recordings has become ubiquitous. Ms. Boydston said that the library's existing Code of Conduct does not contain specific language about video recording but it does prohibit conduct adversely affecting others in the library and she believes this can be cited if necessary.

NEW BUSINESS:

Responding to Spike in COVID-19 Cases

Ms. Boydston provided an update on her proposed response to the spike in COVID-19 cases. While there have been no reported cases of COVID-19 among library staff, Ms. Boydston has been considering a proactive measure to reduce risk by returning to contactless services only. This move is intended to protect staff members and library patrons from an expected viral surge following the Thanksgiving holiday when many families will get together indoors and students will return home from colleges. She said that other local libraries have already gone back to contactless services only. In her estimation, Ms. Boydston thought the library could reopen to the public about two weeks after Thanksgiving, depending on COVID-19 infection rates in the area.

All Trustees were in favor of the temporary change and most expressed their opinion about the need for a longer time period of contactless services. The consensus was to close the library to the public beginning November 28, 2020 and reopen January 20, 2021 if circumstances allow. During this time staff members will report to work in order to continue curbside pickup as well as virtual programs and other services. If weather permits, some children's programs may be offered outdoors. Wifi was recently expanded in the library parking lot which allows more patrons online access while remaining outside the building. The reopening date could change and will be revisited at the December 16th meeting. Per the advice of Mr. Trimble, a verbal motion is sufficient to enact this change.

Motion: Ms. Sawyer
2nd: Ms. Duffey
Roll Call: 7 yes votes

RESOLUTION 2020-29: Budget Transfer of Funds

Ms. Boydston provided a list of 2020 budget accounts which were short primarily because of the unexpected need for disinfecting and personal protection supplies as well as the increased demand for e-books and other virtual offerings during the ongoing public health emergency. Since a few budget lines such as library programs were underspent because of cancelations for the same reason, the overall budget is still balanced. Ms. Boydston sought permission to transfer funds from the under expended budget lines to the short lines.

Motion: Ms. Acerbo
2nd: Ms. Duffey
Roll Call: 7 yes votes

RESOLUTION 2020-30: 2021 Budget

Tabled until the December meeting.

RESOLUTION 2020-31: Authorization to Sell Surplus on Discover Books

This is a continuation of periodic effort to remove outdated and otherwise unusable materials (books, DVDs) from the library's collection since the last approval.

Motion to approve: Ms. Cohen
2nd: Ms. Sawyer
Roll Call: 7 yes votes

RESOLUTION 2020-32: Honoring Dennis Marks

It is with a heavy heart that this meeting has taken place without a valued long-time Trustee, Dennis Marks. Sadly, Mr. Marks passed away on November 6th. Ms. Kromplewski read aloud a moving tribute to Mr. Marks. He was an honorable businessman, family man and Board Trustee who was dedicated to the library and its mission. He will be missed.

Motion to approve: Ms. Duffey
2nd: Ms. Cohen
All resoundingly in favor

PUBLIC COMMENT:

No public in attendance.

ADJOURNMENT:

Motion to adjourn at 6:33 PM: Ms. Sawyer

2nd: Ms. Duffey

All in favor