

Guernsey Memorial Library  
Board of Trustees Meeting  
July 9, 2020

Attendance: Lisa Mody, Patti Giltner, Lorry Chwazik, Agnes Eaton, Pat Horton, Jane Clement,  
Connie Dalrymple, Kim Hazen, Wendy Burdick  
Absent: Leah Mealing

No Guests:

**Introduction of new board members:** Lorraine Chwazik and Agnes Eaton

**Election of Officers:** President, Lisa Mody; Vice President, Pat Horton; Secretary, Jane Clement.  
P. Giltner made the motion for the secretary to cast one vote for the slate of officers.  
L. Chwazik 2nd. Approved.

Minutes of the June meeting were approved upon a motion by J. Clement. 2nd P. Giltner.

Reports: C. Dalrymple will update the website.

**Treasurer's Report: W. Burdick**

Attached

NBT Investment Account - \$103,000 quarterly earnings much better than the previous quarter..

**Finance Committee Report:**

Approved bills to be paid.

From now on everyone will audit the bills each month and initial or show acceptance.

Employee Contracts are on hold at this time.

Finance Report and Treasurer's Report were approved upon a motion by P. Giltner.

2nd P. Horton.

A motion to sign blanket purchase orders and large bills for the coming fiscal year was made by  
P. Giltner. 2nd P. Horton. Approved. P. Giltner signed.

**Director's Report:** C. Dalrymple Attached

**Children's Librarian's Report:** K. Hazen Attached

**Board:**

Conflict of Interest and Oath of Office statements will be signed at the next meeting.

It was noted how well the library staff is doing in this time of closure, re-opening and social distancing. Library services and programs are being continued in creative and safe ways.

**Old Business:**

Food for Fines/Fine Free - still waiting for an answer from Automation about being able to switch on fines when there is an item on hold.

Reopening - Monday, July 14 with these stipulations: limited programming, no hanging out,  
Requests for Meeting Room use will not be accepted at this time but will be open for  
Blood Drives.

Board Members are covered for liability under the current insurance policy.

**New Business:**

End of the year account surplus allows for some replacements.

4 picnic tables

2 reading/tablet chairs

2 cafe tables

4 chairs

6 staff desks

7 patron internet laptops and 2 game computers for public use

Approximately \$20,672.00

These purchases were approved upon a motion by J. Clement, 2nd L. Chwazik.

**Annual Report for the Community** was shared along with last year's. Attached

Our Board meetings will be held in the conference room until further notice to allow for social  
distancing. There will be no Board meeting in August.

Dates and times of 20-21 Board meetings as well as Board Members' addresses, e-mails and  
phone numbers was distributed.

The following policies will be reviewed at our next meeting (September).

Temporary Safety Practices policy

Payroll Deduction policy

Local History policies

Correspondence: None

Executive Session: Not necessary

As there was no further business, the meeting adjourned at 8:10 p.m.

Jane S. Clement, secretary

Thank you notes were sent to Polly Wolford and Deborah Deforest for their service to the  
Library Board of Directors.