

**PITTSFORD COMMUNITY LIBRARY
BOARD OF TRUSTEES
JUNE 10, 2020**

PRESENT

Tracy Castleberry, Farrah Ritter, Chris Hall, Paul Seidel, Mary Doyle

ALSO PRESENT

Joy Brown, Pam Burch, Amanda Madigan, Kate Bohne Munzinger

PUBLIC COMMENT

No public attendees

Board President Tracy Castleberry called the meeting to order at 7 PM.

ABSTRACT

\$ 32,542.54

Farrah Ritter moved to approve the June abstract. Paul Seidel seconded the motion which carried.

MINUTES

Paul Seidel motioned for approval of the May 13, 2020 meeting minutes. Mary Doyle seconded and the motion was approved.

FRIENDS LIAISON REPORT

- Pam Burch reported that the Friends are anticipating high volume donations after the current restrictions ease. The board continues to plan for reopening.
- Friends Treasurer Karen White adjusted invoice payment procedures to continue timely processing during the pandemic.
- As expected, donations and sale revenues are behind but currently sufficient to support approved library requests.
- See <http://pittsfordlibraryfriends.com/> for updates.

TOWN LIAISON REPORT

- Kate Bohne Munzinger reported that planning for Town of Pittsford's phased in reopening is in process. The Recreation Department is working on Summer Child Care and programs. 19th Amendment celebration plans are in process. The June performances scheduled for the Summer Concert Series have been canceled for this year.

LIBRARY DIRECTOR REPORT

- Amanda Madigan announced that Ethan Minella has been recommended to continue as high school liaison for the 2020/2021 school year.
- The book drop reopened the last week of May. Higher volumes are anticipated as due dates approach and awareness grows.

- Curbside Pickup Service began June 1st. The start-up was very busy and patrons expressed positive feedback for the service.
- Summer reading programs will be offered online for all ages.
- Adult book groups meet remotely and have been well attended.
- The Monroe County Library System Document of Understanding was distributed. No revisions are recommended. Tracy Castleberry will approve the plan on behalf of the Trustees.
- A draft of the 2021 Library Town Budget was discussed. **Mary Doyle moved to approve the drafted 2021 budget request to the Town of Pittsford's Finance Director and Supervisor for review. Paul Seidel seconded the motion which carried.**
- Plans to phase in services and reopen the library continue.
- Conflict of Interest Policy will be discussed at the July meeting.

NEW BUSINESS

- The Foundation report is tabled for the July meeting.

Library Board President Tracy Castleberry called for dismissal at 8:15 pm.

Respectfully Submitted,
Lori O'Connor
Library Clerk

OFFICIAL BOARD MINUTES ARE FILED AT PITTSFORD COMMUNITY LIBRARY

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