



OFFICERS:
President: Antonio Booth
Vice-President: Susan Keitel
Treasurer: Fred Wobrock, Jr.
Secretary: Sarah Goff

**Board of Trustees
June 8, 2020**

PRESENT: Antonio Booth; Michael Poost; Sarah Goff, Fred Wobrock, Jr.; Evelyn Greenstein; Matthew Finn; Tara Ricard; Yvette Terplak; Lisa Scoons; Herb Hennings; Jackie Marino
Excused: Susan Keitel; Scott Wyner
Absent: Jill Dugas Hughes
UHLS Staff: Tim Burke; Jona Favreau

4:36 PM – Virtual meeting called to order by A. Booth, President.

I. MINUTES

MOTION: M. Poost moved to approve the May 13, 2020 Minutes. Y. Terplak seconded. Unanimous.

II. DIRECTOR'S REPORT (full report attached)

T. Burke highlighted the following in his written report:

- Status of UHLS – The office is still closed and the staff continue to work from home. That status is in place until Friday, June May 12. We are planning to open the UHLS office and return staff to the building on a limited staffing plan, starting Monday, June 15 (assuming the UHLS safe reopening plan is approved by the UHLS Board before 6/15).
- UHLS Annual Awards – The Services Committee will report their results later but following this meeting, T. Burke will notify all of the libraries of the final award results for ALL of the awards. Without an annual celebration, we are still considering possibilities for a new plan for making the announcements and present the awards. J. Marino suggested possibly a Facebook Live presentation that could be broadcasted.

III. COMMITTEE REPORTS

Finance Committee

F. Wobrock reported that per the Treasurer's Report, expenses were low once again due to the closure of the office. It was a two payroll month and a couple of CDARS accounts matured and were transferred into our money market account to help cover expenses until State Aid is received later this year. Looking at the Purchase Journal, the first quarter eCommerce payments were paid out to the member libraries. There was also a bulk purchase of PPE and disinfectants; this total will be reimbursed as member libraries place their order with UHLS (cost recovery).

MOTION: The Finance Committee moved to adopt the May Treasurer's Report and Purchase Journal. M. Poost seconded. Unanimous.

Services Committees: Report by S. Goff, Chair:

- Adult Program of the Year Award: The Services Committee decided to split the award this year and award two member libraries with recognition: The Altamont Free Library for "Altamont Remembers, A Story Swap" and The Albany Public Library for "Rakim Sweat the Technique Meet and Greet & Book Signing."
- Youth & Family Program of the Year Award: The Services Committee decided to split the award this year and award two member libraries with recognition: The Castleton Public Library for its "Community Visitors at Storytime Series" and the Wm. K. Sanford Town Library for their "Night with the Stars" program.

Administration Committee: Report by H. Hennings, Chair:

At their meeting, the committee members reviewed and discussed the Proposed UHLS Safe Reopening Plan. Although he was not able to attend the committee meeting, committee member Scott Wyner shared some suggested revisions relating to the building's tenant organizations, their staff's community space responsibilities and that those organization's safety plans should be requested by UHLS. T. Burke said that he would speak to Scott and incorporate his suggestions into the UHLS plan. He also reminded the Board that this plan includes the authorization for the Executive Director to revise the plan as needed, with full and timely reporting back to the board as any changes are made.

MOTION: The Administration Committee moved to approve the UHLS Safe Reopening Plan. E. Greenstein seconded. Unanimous.

IV. OLD BUSINESS - none

V. NEW BUSINESS - none

VI. TRUSTEE REPORTS - none

Meeting adjourned at 5:48 PM.

07/02/20 J. Favreau