

Unapproved

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES
of the
BAY SHORE – BRIGHTWATERS PUBLIC LIBRARY
September 29, 2020, 7pm via teleconference**

Present

Mrs. Francis Bell, President
Mr. Francis Pooley, Vice-President
Mrs. Joan Mason-Dollmann, Secretary
Mrs. Diane Hartill, Finance Officer

Absent

Dr. Richard Harmond, Trustee

Also present, Michael Squillante, Director; Laura Carey, Administrative Assistant; Janet Anderson, Business Manager; 3 call-in attendees.

Call to Order

Mrs. Bell called the meeting to order at 7:00 pm.

Approval of Minutes

There was a motion to approve the minutes of the July 27, 2020 Regular meeting of the Board of Trustees as corrected. (Mason-Dollmann, Pooley; unanimous)

Financial Report

The August bills were presented and there was a motion to approve them for payment. (Mason-Dollmann, Pooley; unanimous)

The September bills were presented and there was a motion to approve them for payment. (Hartill, Pooley; unanimous)

Personnel Report

There was a motion to approve the Personnel Report as presented. (Hartill, Pooley; unanimous)

New Business

Library Service during COVID-19 Pandemic

Mr. Squillante discussed the latest changes and additions to Library service during the COVID-19 pandemic.

Holiday Schedule

There was a motion to approve the Holiday Schedule as corrected. (Hartill, Pooley; unanimous)

Vacation Carryover

There was a motion to permit full-time employees to choose to either carry over up to one week of vacation from 2020 to 2021, or to be paid for up to one week of 2020 vacation not taken. (Mason-Dollmann, Bell; unanimous)

Grant application

There was a motion to approve the Library Construction Grant application prepared by Mr. Squillante. (Pooley, Hartill; unanimous)

Old Business

None.

Executive Session

None.

Adjournment

There being no further business, there was a motion to adjourn the meeting at 7:21 pm. (Pooley; Bell; unanimous)

Respectfully submitted,

Mrs. Joan Mason-Dollmann, Secretary.