**Tappan Spaulding Library Board Meeting Minutes: 5-21-2020 (via zoom)**

**Call to order:** 6:04 PM

**Present:** Patti Schafer, Melanie Coombs, Erin Chapman, Lisa Proctor

**Village Representative:** None

**Guests:** None

**Director Report:** Erin has been communicating with Finger Lakes Library System regarding re-opening the library. She also has a sample plan that was taken off the Tioga County Web Site. Most boards in the system are thinking June 15th for opening. We need to get PPE supplies for the library. We can order PPE equipment through Finger Lakes. Question is what is the cost? Erin will find out this information. At first we will only loan out in library materials. When returned, materials need to be quarantined for 72 hours until they can be re-shelved. We will need to get a plexiglass barrier when we can open to public.

Annual report accepted by state.

Money received from Tioga County for yearly support.

Summer reading will be virtual- will try to do one event a week and share expenses with other libraries to save money.

**Village Representative Comments:** none

**President Report:** Patti is trying to sell some stock so we have more available revenue. She has met with some roadblocks. At this point we may get have to get the village lawyer involved. Discussed upcoming budget cuts that will result from this pandemic. Unsure how we can cut or budget more.

**Treasurer Report**: Edie will need updated bills so that she can generate bills.

**Executive session:** 6:38 PM-7:15

**Adjourned**: 7:16 PM

**Approved Bills:** pending

**Next Meeting:** June 15, 2020