

Rochester Public Library Meeting Minutes

Tuesday, July 14, 2020

On the park with masks and social distancing due to COVID-19

Present:

Trustees – Kelly Kelly, Tony Goupee, Barbara Shenton, Lynn Moltz and Jola Labejsza

Librarian – Jeannette Bair

Meeting began: 5:47 pm

Public Communications/Comments: None

Board Communications/Comments: None

Secretary's Report:

Motion was made to approve the June minutes. All were in favor.

Review of Action Items:

Roof project ongoing.

Treasurer's Report:

Barb presented the emailed June budget. Motion was made to approve the budget as presented. All were in favor.

Unrestricted Account balance: \$131,525.27

Restricted Account balance: \$104,246.04

Librarian's Report:

Librarian presented her emailed report. Motion was made to approve the report as presented. All were in favor.

Mark Alexander will add IT duties to his position and expand contract.

Motion was made for Librarian to continue on unemployment until August 1, 2020. All were in favor.

New Business:

Discussion of oil pre-buy: Rate quoted over the phone of \$2.08 per gallon (used 739.8 gallons last winter) purchased 865 – 739.8 = 125.2 gallons left
Trustees authorized Barb to pre-buy 865 gallons of oil at \$2.08

Timeline for expanding services and availability: Modify Phased reopening plan to continue curbside pickup and add by appointment for 15 minute

visits starting August 4 during open hours. Appointments will be made by phone or email.

Motion was made to approve the Phased 2 reopening plan beginning August 4. All were in favor.

Timeline for recalling staff: August 1

Recap of 2019-2020 budget: Moving closer to goal

Old Business:

Roof leak status: Waiting on contractor

Basement:

Motion was made to approve Norm and Chase Christiansen to fix basement insulation work. All were in favor.

Project should take 2 -3 days to complete.

Other projects: Outside painting needs scrape, prime and paint done together. Contemplating having one side done at a time as an option.

Action Items:

Kelly to continue contacting roof contractor.

Meeting Adjourned at 6:55 PM

Next Regular Meeting: August 11, 2020 at 5:45 PM

Respectfully Submitted,

Lynn Moltz, Secretary