

Library Board of Trustees Meeting
Wednesday, June 3, 2020 @ 3:00 p.m.

1. Call to Order at 3:04 p.m. by Board President Frank Sosnowski; Present: Frank Sosnowski, Treasurer Mary Beth Kane, Trustees Veronica Salciccioli, Elizabeth Champion. Director Kristen Valyi-Hax
2. Approval of Meeting Agenda: Veronica Salciccioli made a motion to approve the agenda, seconded by Mary Beth Kane. Motion carried.
3. Approval of Minutes from May 26, 2020. Typo errors were noted and corrected. Mary Beth Kane made a motion to approve the amended Minutes. Elizabeth Champion seconded. Voice vote: Veronica Salciccioli Aye, Frank Sosnowski Aye, Mary Beth Kane Aye, Elizabeth Champion Aye. Motion carried.
4. Reports
 - A. Board President's Report--no Board President's report
 - B. Treasurer's Report--covered under New Business
 - C. Staff Reports – No formal report. Kristen Valyi-Hax has met with Suzanne Kent and Ronna Gillis to work on reopening plans and procedures.
5. Ongoing Business
 - A. COVID-19: The unexpected lifting of the Stay at Home order has increased the speed with which new policies and procedures will be implemented. The library is looking at staged openings including Curbside pickup, a 'soft' opening that restricts the number of people in the building. Kristen Valyi-Hax is purchasing PPE and other supplies necessary for the staged openings.
 - B. Modernistic Cleaning: Quotes submitted on paper. There are two aspects of the testing and cleaning process.
 1. Cleaning and sanitizing of the carpets and upholstery. The carpets have not been cleaned since Fall 2018 so it is important to do this, especially in light of COVID-19 concerns. Elizabeth Champion made a motion to have Modernistic clean and sanitize the carpet and upholstery in the library at a cost of \$1549.49. Veronica Salciccioli seconded. Voice vote: Veronica Salciccioli Aye, Frank Sosnowski Aye, Mary Beth Kane Aye, Elizabeth Champion Aye. Motion carried.
 2. Motion made by Mary Beth Kane to also have Modernistic Cleaning disinfect and fog the library to kill lingering viruses at a cost of \$1190. This is being done in advance of staff returning to the building. Veronica Salciccioli seconded. Voice vote: Veronica Salciccioli Aye, Frank Sosnowski Aye, Mary Beth Kane Aye, Elizabeth Champion Nay. Motion carried.
 - C. Performance Environmental Services, Inc.: Kristen Valyi-Hax requested and received a quote for testing for legionella bacteria from Performance Environmental Services, Inc. The quote was \$1380. Elizabeth Champion made a motion for testing to be implemented that would look for evidence of the legionella bacterium. Mary Beth Kane seconded. Voice vote: Elizabeth Champion Nay, Frank Sosnowski Nay, Veronica Salciccioli Nay, Mary Beth Kane Nay. Motion failed.

6. New Business
 - A. Conversation with John Szymanski, Acting City Manager. Board members asked about pending tax tribunal cases. He indicated that there are tax tribunals each year from homes and also relating to tax adjustment money on foreclosures and the city government expects these when budgeting.
 - John Szymanski said Eastland Mall is still not functioning adequately and the city does not expect tax revenue from that source.
 - In response to a question regarding the Headlee Rollback impact in 2021 the acting city manager said that the strong property values triggered the rollback which reduced the millage amount of revenue the library receives but the city currently has a larger tax base so the overall effect should be minimal.
 - John also discussed how retiree health care will happen for the three full-time employees at the library in light of the recent arbitration decision for police union employees.
 - B. Library Re-Opening Policy Submitted on paper. Mary Beth Kane made a motion to accept the Library Reopening Policy prepared by the law firm Foster Swift. Librarian Suzanne Kent inquired if reduced operating hours could affect the State Aid funding. Kristen Valyi-Hax stated that likely it will not since all libraries are going through something similar. Elizabeth Campion seconded. Veronica Salciccioli seconded. Voice vote: Veronica Salciccioli Aye, Frank Sosnowski Aye, Mary Beth Kane Aye, Elizabeth Campion Aye. Motion carried.
 - C. City COVID-19 Standards Document: Submitted on paper. Kristen discussed how the library was implementing these city-wide standards.
7. Call to Board: No board comments
8. Public Comment: Ronna Gillis mentioned that the cost to disinfecting the library through fogging is possibly more than the benefit
9. Adjournment 4:43 PM by Frank Sosnowski.