

**MINUTES OF THE MEETING OF THE LIBRARY BOARD**  
**Wednesday, September 23, 2020 AT 6:00 PM**  
**At Burroughs Saden Library – Third Floor Classroom**  
**(Subject to Adoption at the Meeting of the Library Board)**

Attendance: Jim O'Donnell, Tom Errichetti, Don Greenberg, Kenya Osborne-Gant, Jeanette M. Allam, Anne Cunningham, Denise Clemmons. Absent: Judge William Holden

The meeting was called to order at 6:02 pm.

**Motion** to approve the agenda: Director Greenberg, Director Errichetti 2<sup>nd</sup>, passed unanimously.

**Motion** to approve minutes subject to corrections; Director Errichetti, 1<sup>st</sup>; Director Greenbert, 2<sup>nd</sup>. Passed unanimously.

Treasurer's Report: **Motion** to approve vouchers totaling \$37,890.06. Item #9 from non-levy funds. Director Errichetti, 1<sup>st</sup>; Director Greenberg, 2<sup>nd</sup>. Greenberg.

**Motion** to approve Kellogg & Sovereign as E-Rate consultant subject to purchasing compliance. Director Errichetti, 1<sup>st</sup>; Director Greenberg, 2<sup>nd</sup>. Passed unanimously.

**Motion** to approve moving funds from library surplus to cover Burroughs 2<sup>nd</sup> floor carpeting project allocated in 2020. It is approved to move the funds of \$134,673.75 from other accounts if it cannot be transferred from the library surplus. Director Errichetti, 1<sup>st</sup>; Director Greenberg, 2<sup>nd</sup>. Passed unanimously.

Assistant City Librarian Soltis notes he has not heard from V. Vickers regarding board of directors' background checks. He will follow up. Question on who pays for background checks was raised by Director Holden.

Probate Correspondence: the Library Office will set up a sub-account to manage North Branch spending of bequeath from Katheryn Blumhardt.

Maintenance Manager and Peter from Bibliomation will work with Soltis to install new people counters.

City Librarian Braithwaite gave her report. Paula Keegan, Branch Manager of North Branch gave a report on the Summer Reading Program, which was affected by the current COVID-19 Pandemic.

Newfield update: City Librarian continues to work with Bill Coleman to facilitate payments to subcontractors.

Solar Project will be put before the Board of Public Purchases.

Marketing: Soltis to contact city vetted marketing firms for bid on library marketing services.

**Motion** to adjourn: Director Greenberg 1<sup>st</sup>, Director Osborne-Gant, 2<sup>nd</sup>.

Meeting adjourned at 8:15 pm.

**Next Board Meeting: Regular Meeting of the Library Board, Wednesday, 10/23/20 at 6:00 pm.**