

**BRIGHTON MEMORIAL LIBRARY BOARD OF TRUSTEES MEETING**

Held as Zoom Conference Call

**APPROVED MINUTES April 20, 2020**

**PRESENT**

Linda Rapkin

Andrea Koch

Ruth Scott (no audio)

Jennifer Ries-Taggart

Joan Swanekamp

**NOT PRESENT**

Harriet Seigel

Jason DiPonzio

Hinda Miller

Ms. Rapkin, President of the Board, called the meeting to order.

**I. MATTERS OF THE PRESIDENT**

Ms. Rapkin thanked Jennifer Ries-Taggart and Rose Muir for keeping the Library going while closed due to the COVID-19 Pandemic.

Having no further Matters of the President, Ms. Rapkin moved to the Approval of Minutes.

**II. APPROVAL OF MINUTES**

The Minutes of February 17, 2020, were distributed for review and approval. Ms. Koch **MOVED** and Ms. Swanekamp **SECONDED THE MOTION** to approve the Minutes of February 17, 2020. **THE MOTION WAS CARRIED UNANIMOUSLY.**

The Minutes of March 16, 2020, were distributed for review and approval. Ms. Koch **MOVED** and Ms. Swanekamp **SECONDED THE MOTION** to approve the Minutes of March 16, 2020. **THE MOTION WAS CARRIED UNANIMOUSLY.**

**III. ACTION ITEMS**

The Recommendation to Revise BML Conflict of Interest Policy and newly created disclosure form as revised was submitted for approval. Ms. Swanekamp **MOVED** and Ms. Koch **SECONDED THE MOTION** to approve the Recommendation to Revise BML Conflict of Interest Policy and newly created disclosure form as revised.

THE MOTION WAS CARRIED UNANIMOUSLY.

The Recommendation to authorize the submittal of the 2019 Annual Report to New York State was submitted for approval. Ms. Swanekamp MOVED and Ms. Koch SECONDED THE MOTION to authorize the submittal of the 2019 Annual Report to New York State. THE MOTION WAS CARRIED UNANIMOUSLY.

There being no further Action Items, Ms. Rapkin moved to the Approval of Bills.

#### **IV. APPROVAL OF BILLS**

The List of Bills for April 2020 was submitted for approval in the amount of \$26,338.35. The List of Gift Fund Bills for April 2020 was submitted for approval in the amount of \$23,470.40. Ms. Koch MOVED and Ms. Swanekamp SECONDED THE MOTION to approve the List of Bills and the List of Gift Fund Bills for April 2020. THE MOTION WAS CARRIED UNANIMOUSLY.

#### **V. OTHER BUSINESS**

Discussion on status of Foyer Redesign including replacement of Acrovyn walls.

There being no further business, Ms. Koch MOVED and Ms. Swanekamp SECONDED THE MOTION to adjourn the meeting. THE MOTION WAS CARRIED UNANIMOUSLY. Ms. Rapkin adjourned the meeting.

Respectfully submitted,

#### **DATES TO REMEMBER:**

May Board Meeting

May 18, 2020, at 4:30 PM  
Via Zoom Conference Call