

**BRIGHTON MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING**
Held as Zoom Conference Call

APPROVED MINUTES May 18, 2020

PRESENT

Linda Rapkin
Andrea Koch
Ruth Scott
Harriet Seigel

Jennifer Ries-Taggart
Joan Swanekamp
Hinda Miller
Jason DiPonzio

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. She thanked Jennifer Ries-Taggart for preparing the plan to re-open the Library. The plan was excellent requiring a tremendous amount of work.

Ms. Rapkin hopes the Board's June meeting can be held in the Library while maintaining proper Covid19 protocols.

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

II. APPROVAL OF MINUTES

The Minutes of April 20, 2020 were distributed for review and approval. Ms. Koch **MOVED** and Ms. Swanekamp **SECONDED THE MOTION** to approve the Minutes of April 20, 2020. **THE MOTION WAS CARRIED UNANIMOUSLY.**

III. ACTION ITEMS

The Recommendation to Approve 2021-2023 Capital Improvement Plan (CIP) was submitted for approval. Ms. Swanekamp **MOVED** and Ms. Seigel **SECONDED THE MOTION** to approve the Recommendation to Approve 2021-2023 Capital Improvement Plan (CIP). **THE MOTION WAS CARRIED UNANIMOUSLY.**

The Recommendation to Approve BML Reopening Plan, in response to the COVID-19 pandemic was submitted for approval. Ms. Seigel MOVED and Ms. Koch SECONDED THE MOTION to approve the Recommendation to Approve BML Reopening Plan. 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 May 2020 was submitted for approval in the amount of \$16,464.99. There were no Gift Fund Bills for May 2020. Ms. Koch MOVED and Mrs. Scott SECONDED THE MOTION to approve the List of Bills for May 2020. THE MOTION WAS CARRIED UNANIMOUSLY.

V. OTHER BUSINESS

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

DATES TO REMEMBER:

June Board Meeting

June 15, 2020 at 4:30 PM

Location TBD