

**PORT BYRON LIBRARY
BOARD OF TRUSTEES EMERGENCY MEETING
HELD MARCH 18,2020**

PRESENT Susan Alexander, Mary Jo Kolzynski, Hal Lewis, Kathy McLoughlin, Julie Smith
Due to the pandemic and national emergency, this meeting was not open to the public

PRESIDING The meeting was called to order at 6:06 PM

AGENDA The agenda was unanimously approved as presented. There were no conflicts of interest for any trustees present

MINUTES The Secretary's Minutes of the March 5, 2020 meeting were unanimously accepted. Motion by Kolzynski / Second by Alexander

OLD BUSINESS

We had two estimates to replace hot water heater. The first was for \$1200.00, the second for \$1000.00. Need to replace faucets in both bathrooms. Jeff Kimball volunteered to install new faucets. Motion to Approve \$1000.00 expenditure for hot water heater and \$200.00 expenditure for two new bathroom faucets was unanimously approved.

Motion Alexander / Second Smith

NEW BUSINESS

1. The library will be temporarily closed until school reopens or state of emergency is lifted.
2. Building maintenance a priority during closure
3. Motion to continue having the library cleaned by Tompson Cleaners and continuing to pay Willie Kimball during closure passed unanimously. Motion McLoughlin / Second Kolzynski
4. Next board meeting on April 2, 2020 will be done by conference call.

5. Motion to approve all measures as discussed was approved unanimously.
Motion McLoughlin / Second Kolzynski
6. Hal Lewis will work on website consistency issues
7. Additional payment for tax expenditures in the amounts of \$ 1946.37 and \$ 1522.05 were unanimously approved. Motion by Alexander / Second by Smith

ADJOURNMENT

The meeting was adjourned at 6:55 PM. Motion by Kolzynski / Second by Smith