

East Greenbush Community Library
Board of Trustees - Administrative Committee Minutes
Dec 1, 2020
6:00 pm

In Attendance by videoconference:

Members: Lynne Oudekerk (chair), Bob West, Michael Poost, Jill Dugas Hughes

1. Schodack

The Town of Schodack board has reconsidered and will fund the library at the full amount requested for 2021, \$311,313. In January, Mr. Poost will appoint an ad hoc Schodack committee to develop a funding formula that we can use to draft a contract between our library and the Town of Schodack. Our goal is to meet with the town by mid-March. Factors to consider in establishing the formula include town population, usage, and the Nassau and Castleton libraries.

2. 2019 Audit

Ms. Dugas Hughes will meet with the auditor on Dec 2 to discuss ways in which the library can track designated gift/ grant funding, the sole issue remaining before accepting the audit report. The auditor will present the final audit to the full board at our Dec 15 meeting.

3. COVID & NYS Pandemic Plan

The committee discussed the recent rise in COVID cases locally and the impact that could have on library services at our library. Ms. Dugas Hughes will reinstate Saturday morning virtual board meetings re COVID to address this fast-changing situation. In the meantime, she continues to work on the East Greenbush library-specific Pandemic Plan and will present a draft to the Administrative Committee when ready. The plan is due to the state in April, 2021.

The meeting ended at 6:58 pm.