



ORANGEBURG LIBRARY - BOARD OF TRUSTEES MEETING
Monday, April 19, 2021

1. **Quorum.** A quorum was declared present based on the presence of the following Trustees: Rodney Picott, President; Sr. Virginia Chiambalero, Vice President; Michael Tuttle, Secretary; Syed Rizvi, Trustee (via remote video); John Koziol, Trustee; Billie Davis, Trustee; Grant Zacharias, Trustee. Trustees not present: Stephanie Tassello, Treasurer. Also present was Michele Galle-Looram, Director. The Meeting was open to the public and members of the public were in attendance. Meeting commenced at approximately 6:32 PM.

 2. **Motions.**
 - a. **Approved.**
 - i. **February 2021 Minutes.** Motion to approve the Trustee Meeting Minutes from a Board Meeting held February 2021, motion by GZ; seconded by RP; no abstentions and unanimously carried by the quorum of Trustees.
 - ii. **March 2021 Minutes.** Motion to approve the Trustee Meeting Minutes from a Board Meeting held March, 2021, motion by MT; seconded by GZ; no abstentions and unanimously carried by the quorum of Trustees.
 - iii. **Ratify Checks.** Motion to ratify previously issued checks; motion by RP; seconded by BD; no abstentions and unanimously carried by the quorum of Trustees.
 - iv. **Policies.** Motion to approve the Service Animal Policy, Remote Work Policy, and Children’s Room Policy, motion by GZ; seconded by RP; no abstentions and unanimously carried by the quorum of Trustees.
 - v. **Executive Session.** Motion to hold an executive session to discuss employee confidentially agreement and employee complaint form, motion by MT, seconded by JK; no abstentions and unanimously carried by the quorum of Trustees.
 - vi. **Employee Confidentially Agreement.** Motion to approve an Employee Confidentially Agreement, motion by GZ, seconded by BD; no abstentions and unanimously carried by the quorum of Trustees.
 - vii. **Adjourn Board Meeting.** Adjourn Board Meeting; motion by BD; seconded by RP; no abstentions and unanimously carried by the quorum of Trustees.

 3. **Discussion.** Topics discussed:
 - a. **Public Comment.** The public was invited to make comments.
 - b. **SOCSD Meeting.** SOCSD sought opportunities to partner with the Library including Overdrive, SORA, Hoopla, and Tutor.com.
 - c. **Vaccines for Employees.** MGL met with a labor law attorney, Devora Lindeman, regarding issues related to vaccines for employees and other labor related issues.
 - d. **Copy & Fines Revenue.** RP inquired about the anticipated revenue from copies and fines paid.
 - e. **School Board Revenue.** SR inquired about when the Library can expect the anticipated revenue from the School Board.
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- f. NYS Unemployment Insurance. MGL presented to the Board a recent annual bill for an additional \$841 from NYS Unemployment Insurance.
 - g. Teen Community Service. MT inquired about the activities that teens engage in to satisfy community service time.
 - h. Yelp Reviews. SR inquired about a negative review on Yelp from three years prior.
 - i. Policy Committee Update. The Policy Committee, including GZ, RP, BD and MGL met on 04/09/21 to update the Children's Room Policy, the Service Animal Policy, and the Remote Work Policy.
 - j. Library Laptop. RP inquired with MGL about the purchase of a laptop for use during Library Board meetings and other Library business.
4. Executive Session. Board held an executive session to discuss an employee confidentially agreement and an employee complaint form.
 5. Adjourned. JK announced the time 7:55 PM.

Minutes prepared by:

Michael E. Tuttle, Esq., Secretary
May 17, 2021