

Conway Public Library Board of Trustees
Meeting Minutes
April 13, 2020

Note: The meeting was held over the Zoom platform. <https://zoom.us/j/955334563>

1. **Call to Order.** The meeting was called to order at 4PM
2. **Roll Call Attendance.** Peter Innes, Present. Alison Memoli, Present. David Paige, Present. Julie Laracy, Present. Lucy Philbrick, Present. Tim Westwig, Present. Also present was David Smolen, Library Director.
3. **Consideration of Meeting Minutes, March 20, 2020.** Motion was made to accept the minutes. Roll Call vote: Peter, aye. Alison, aye. David Paige, aye. Julie, aye. Tim, aye. Lucy abstained. The vote passed 5-0-1.
4. **COVID19 Update and Discussion.** Director Smolen gave an update on library operations during the COVID19 pandemic. No votes were taken.
5. **New Business: Work from Home Policy.** Director Smolen presented a draft policy on working from home. A discussion ensued on the draft policy. A motion was made to accept the policy as edited. Roll Call vote Peter, aye. Alison, aye. David Paige, aye. Julie, aye. Tim, aye. Lucy abstained. The vote passed 6-0.
6. **New Business: Long Term Closure Policy Review.** Director Smolen presented the draft policy. A discussion ensued on the draft policy. The consensus of the Trustees was that more work needed to be performed on this policy before it was ready for approval. No votes were taken.
7. **New Business: 2021 Budget Discussion.** A discussion ensued on what the 2021 Budget process may look like given the COVID19 pandemic. No votes were taken.
8. **Board Member Issues.** David Paige asked about the status of hiring a bookkeeper once he goes off the board. The Library has secured the services of a bookkeeper, who will start in the near future.
9. **Adjourn.** The meeting adjourned at 5:45PM

Respectfully Submitted,

David Smolen