

Special Meeting of Benedek Memorial Library Trustees

Monday, March 16, 2020

All members present: Tim Allard (TA), Mary Finch (MF), Roxanna Miller (RM), Director Candy Wilson (CW), Bill Fiske (BF) via phone, Susan Goodrich (via phone)

No Public in attendance

The first part of the meeting was in attendance with the STLS meeting w/Library Directors and Board member of member libraries. STLS director Brian Hildreth led a discussion dealing with closures because of the increasing spread of the COVID – 19. Because of this meeting, RM moved, and seconded by TA and MF that we close our library as of March 16 at 7:00 pm through April 13, 2020, thus matching the dates of the closure of our local CSCSD.

Unanimous approval

The Second item of discussion is procedures to follow should Candy or Rose Fox, clerk, become ill. Should they use any accumulated sick days? TA moved that we authorize additional time of paid sick leave based on the number or hours of sick leave up to the total of two weeks regularly scheduled work time. MF seconded. Unanimous approval.

During this time of closure, Candy and Rose will work regular number of hours, but set their own times, keeping someone in the library from 10 am to 2 pm to answer the questions phoned in. The times of answering the phone will be noted in the signage of closing around the library, on the phone message, website and Facebook.

Next discussion was on the new insurance quote we have received to replace current insurance company, The Hartford. The Hartford will not renew the policy due to parking lot being a stone lot and not an asphalt or concrete. The new quote requires us to level around the handicap parking with stone or asphalt. Larry's Paving has given an estimate of \$800 for just stone, or \$2100 for stone and asphalt. The stone can be placed before the 50-day deadline after April 1 start of the policy. If we plan now for putting in the stone and then paving when the asphalt companies reopen, we would pay \$1050 now and \$1050 at completion. After discussion the board decided to table the issue until our regularly scheduled meeting on Tuesday, March 24 at 12:00 pm.

Respectfully submitted,
Roxanna E. Miller, Secretary