

Comstock Township Library
Board of Trustees Meeting Minutes
June 8, 2020 - audio only phone meeting

Board Members Present: Joe Calvaruso, Shari Donovan, Dorothy Hatfield, Mardell Terpstra

Absent: Karen Jameson, Jill LeBeau

Staff: Library Director Emily Kubash

Audience: There were no members of the public present on the call.

Call to Order: The meeting was called to order by Trustee Calvaruso at 7:01 p.m.

Public Comment: There was no public comment.

Approval/Amendment of the Agenda: On a motion from Trustee Donovan and seconded by Trustee Terpstra, the agenda was adopted as presented. Roll call vote ayes: Trustee Calvaruso, Trustee Hatfield.

Minutes: On a motion from Trustee Terpstra and seconded by Trustee Donovan, the board approved the minutes of the March 9, 2020 regular meeting. Roll call vote ayes: Trustee Calvaruso, Trustee Hatfield.

Treasurer's Report: Director Kubash noted that the salary and wages budget lines were not yet up to date on the general ledger report.

Bills: On a motion from Trustee Calvaruso and seconded by Trustee Donovan, the board approved the March 2020 checks and payments totaling \$28,043.52, the April 2020 checks and payments totaling \$14,082.02, and the May 2020 checks and payments totaling \$11,092.50. Roll call vote ayes: Trustee Hatfield, Trustee Terpstra.

Unfinished Business: There was no unfinished business.

Committee Reports: There were no committee reports.

Director's Report: The director's report was reviewed, discussed, and filed.

New Business: On a motion from Trustee Hatfield and seconded by Trustee Terpstra, the board approved the *Pandemic Preparedness & Response Phased Reopening Plan Policy*. Roll call vote ayes: Trustee Calvaruso, Trustee Donovan.

Other Business: There was no other business.

On a motion from Trustee Donovan and seconded by Trustee Terpstra, the meeting was adjourned at 7:13 p.m.

Jill LeBeau, Library Board Secretary

Date