

**Transcript of the Hendrick Hudson Free Library
Special Meeting (via Zoom)
April 13, 2020**

**Trustees present: Cynthia Neff, Mark Geisler, Phil Brandon, Kevin Quigley,
Charles Smith, Francoise LeGoues, Agnes Leyden
Also present: M. Jill Davis, Director, Jenny Kolesar, Business Manager**

Cindy Neff: I'd like to call this meeting to order at 6 pm, on Monday, April 13th 2020. Let's stand for the Pledge of Allegiance. Do we have a makeshift flag or are we looking at Jill?

Jill Davis: Just look at me. [Note: There was an American flag on Ms. Davis' screen, visible to attendees.]

All: I Pledge allegiance, to the flag, of the United States of America and to the republic, for which it stands, one nation under God indivisible, with liberty and justice for all.

Cindy Neff: All right. We are going to go right to new business, first item Payroll Protection Program.

Jill Davis: Okay, so as you are all aware there's the CARES Act that was put into place when Covid-19 became as serious as it is now and that the Payroll Protection Plan or Program is something that was made available to nonprofits as well as, I think for-profit businesses. It has certain stipulations that you have to agree to when you apply. They are assurances and one of the assurances that you have to agree to is that the "uncertainty of current economic conditions makes the loan request necessary to support ongoing operations." I think, due to that clause, the library is not eligible to apply for the Payroll Protection Program. We looked into it. Jenny and I actually went in and started to gather the paperwork and then when that assurance came up, that's when we decided that it was probably not for us.

Francoise LeGoues: The question that I had was I don't believe we actually need it, am I right?

Jill Davis: We received all of the money that we are entitled to for this fiscal year. So we have it our possession.

Francoise LeGoues: That's what I meant.

Jill Davis: Right, the money through June 30th of this year.

Francoise LeGoues: Through June 30th. Okay. Okay.

Jill Davis: So I just wanted you to know because I know that there were a lot of emails going back and forth and I provided a lot of information, but when we dug down deep into it, then we realize that it's just not a program that

we should be taking part in.

Cindy Neff: All right. Okay. So yeah, thank you. Thank you for that because that was still a lot of time and effort on your part and Jenny's part. So Jenny, thank you for being you know, so careful in looking into the fine print of it because otherwise it could have been more time and energy expended by you and Jill.

Francoise LeGoues: Do we have a view about what happens after June 30th or is it too early to ask that question?

Jill Davis: I think that when you take a look at the resolution that can be seen on the screen now, the resolution that I sent was one which Mark was kind enough to take a template that was provided and make it so that it reflects the way we think we want to move forward in this process. I have the resolution up on the board. I don't know if you want me to read it out loud, has everyone had a chance to take a look at it? Are there any questions?

Cindy Neff: I thought it was well done.

Phil Brandon Yes. I did look at it, it looks great.

Agnes Leyden: I request that we waive the reading of the resolution.

Jill Davis: We don't have to read it. I just didn't know if there are any questions about it.

Members: None. None. None.

Francoise LeGoues: Well, I have no question about this resolution. My only question is the same one I asked before which is do we have an opinion about what goes on after June 30th if we do not reopen?

Jenny Kolesar: As far as our finances?

Agnes Leyden: Can we just deal with the resolution first and then go into that?

Francoise LeGoues: Okay.

Mark Geisler: Yeah, it's just there's just one more thing on the resolution

Cindy Neff: Right.

Mark Geisler: And that's whether you wanted to include the other additional whereas clause that was circulated earlier today.

Cindy Neff: Yes.

Agnes Leyden: Yes.

Cindy Neff: I've read it and I am not opposed to adding it.

Francoise LeGoues: Can you read it Mark?

Mark Geisler: Jill, Can you? I don't have it handy.

Phil Brandon: The board recognizes the need to retain its employees who have served the library and the community. That one?

Mark Geisler: No, there was one that I added.

Kevin Quigley: The one which says the employees of the Library have remained available for work, have expressed their willingness to perform services for the Library to the extent permitted by law, and notwithstanding the closure of the physical building have performed services when asked to do.

Jill Davis: So, that would become the fifth whereas.

Francoise LeGoues: Yup, I'm good with that.

Phil Brandon: I tried to insert them and I got confused because I put them in the wrong order because I thought it was the fifth one, but I see it and I remember it.

Jill Davis: Okay, so then if everyone is in agreement on this then I think that Cindy you just have to call a vote.

Cindy Neff: Okay. We need a motion to include the fifth whereas into this document as we have it thus far.

Agnes Leyden: I move that the document, I move that we vote on the document including the additional paragraph. I make a motion that we accept this resolution.

Phil Brandon: Second.

Jill Davis: So the resolution is made by Agnes and it is seconded by, I think I heard Phil.

Phil Brandon: Guilty.

Cindy Neff: I think it's Phil also. All right, all in favor? You have to raise your hand.

Phil Brandon: Aye, can you see me.

Agnes Leyden: Aye.

Francoise LeGoues: Yes.

Mark Geisler: Aye.

Kevin Quigley: Yes.

Cindy Neff: Aye, Jill can you see everybody?

Jill Davis: Yes I can. I just can't see Charles but as long as he's willing to tell me he's raising his hand.

Agnes Leyden: Charles you just have to say yes.

Charles Smith: I am in agreement.

Jill Davis: Okay? All right, so then we are all set with that. It will become part of our official minutes for this meeting.

Charles Smith: Okay, and if a person is unwilling to come to work for whatever reason then they're not eligible for payment, salary?

Jill Davis: If a person is unwilling, yes. If we request for them to come in and they say no then I would say yes, they would have to forfeit their pay.

Francoise LeGoues: I have a question about that. I noticed on our Facebook page more than one person, that's a new thing obviously due to this, has said I don't know how to request online material, I need help getting on to Hoopla or whatever. Do you have somebody tagged with doing that? With at least reading the comments and reaching out to the people because it seems like it's something that would be good for people for somebody to do.

Jill Davis: Yes. It is happening. We have an email that we check multiple times a day and any requests that we get for help come through that email and then someone reaches out to them.

Francoise LeGoues: Okay, I just saw it on the Facebook link, but okay good.

Mark Geisler: Can I just get back to Chuck's statement? And I think though there has to be qualification that for example for a person quarantined. They wouldn't be able to come back to work at the time.

Phil Brandon: Right, that totally makes sense.

Mark Geisler: Okay.

Charles Smith: Okay, if asked and then denied and I only ask because different groups have been there and there are employees who have refused to come to work. They are healthy. They're just they're uncomfortable coming back to the workplace and it's bringing the same question up to say. Well, do you want to pay someone who is not willing to come to work?

Phil Brandon: Well, then I guess what enters into that is if they consider themselves to be particularly vulnerable if not infected or if they have someone in their you know daily lives who may be vulnerable and it maybe it just starts to

roll along.

Agnes Leyden: Can we qualify this by saying it's not whether the person is willing to come to work, it's whether the person is willing to do their job and whether that job can be done remotely. For example, what you just mentioned Francoise, if someone's job is research and someone needs help and it can be done remotely. There's no reason for anybody to be in the building at this point. So in fact coming to work is not you know, physically going to the building I mean Jenny and Jill are the only ones that are actually going into the building. Am I correct?

Jill Davis: Yes, there are a few people who pop in and out every once in a while like Gary the custodian. He's come in a couple times to do some additional cleaning, but for the most part it would only be full-time employees that are coming in and they're not staying for very long. There are no part-time people now really who are coming into the building and I believe there are, through the executive orders, there are stipulations for what you do and do not have to pay if someone has been quarantined. I mean we have to abide by that.

Phil Brandon: So what Agnes says is true and there really is no reason for anyone to have to show up physically then that's a factor, I suppose.

Jill Davis: At this point time, there is no reason for anyone to have to show up physically unless they are choosing to come into the building for a certain reason and everyone does run it by me. I will say that I get a text or an email asking if it's okay.

Agnes Leyden: And I do want to point out that everybody is as much as possible doing their jobs. People are recording story times at home. People are doing things from home. Whatever that they can do. So they are doing their jobs and they are ready, willing and able to do them, but they just don't need to be done in the building.

Mark Geisler: Very good.

Cindy Neff: Okay.

Charles Smith: Great.

Jill Davis: Now Francoise, does that answer your question?

Francois LeGoues: Well it answers the question about the work, it does not address the second one, which was do we have a point of view as to what happens on June 30th.

Jill Davis: I don't think that we can have a point of view yet because we need to follow the executive orders. And if the executive orders let people back in the building in May then we have to have a re-integration plan in place, which is what we are working on. I think some of you I told we do it we do a weekly Zoom meeting. There's about seven of us. We try to tackle those kinds of topics in that meeting. I don't think that

we can say that we know what we're going to do yet. I think we have to wait and see where we're at. But the resolution says that the monetary part of this will be reviewed before I think it says no later than June 25th.

Cindy Neff: That's right, that we need to reconvene no later than June 25th.

Phil Brandon: If it is going to go on past June 30th.

All: Right. Yeah, correct.

Phil Brandon: Now if in fact I'm sorry, if it was said, that we were not eligible for the PPP.

Jill Davis: Correct?

Phil Brandon: Okay. So then was it the EIDL that is the other program?

Jill Davis: But that's a loan.

Phil Brandon: I know that, and I just don't know what we should be thinking about in the event that it gets to the end of this period of time when we're fully funded and if perhaps the closure was going to continue.

Jill Davis: Well I can tell you that if you recall, as an Association Library, if our budget does not go to vote we revert back to the last approved dollar amount, which means we will be functioning exactly the same amount as we are now.

Phil Brandon: I didn't remember that that automatically occurred.

Francoise LeGoues: Oh, I see your point of view that sort of answers my question. Maybe I posed it wrong, which is if nothing happened by June 30th in principle, we should still be funded anyway.

Jill Davis: In principle, yes.

Kevin Quigley: Salaries are a different issue.

Agnes Leyden: What is the status of votes for the school board and for our budget?

Jill Davis: They put things off till at least June.

Agnes Leyden: And if the budget is not held, the vote is not held in June will they extended it past June?

Jill Davis: I don't know. I mean that's something again that that has to be done at the state level for both of us.

Agnes Leyden: Right now, we are assured of getting as much money next year as we got this past year.

Jill Davis: Yes, which does include our salaries.

Agnes Leyden: It does include our salaries.

Jill Davis: Yeah, it's our full budget.

Agnes Leyden: We would have to live under that amount which we could we could do.

Jill Davis: Right.

Agnes Leyden: Okay.

Cindy Neff: All things considered we're in pretty good shape.

Charles Smith: Better shape than most.

Cindy Neff: Jill, so far as staff goes everyone is healthy so far?

Jill Davis: So far. Yes.

Cindy Neff: That's good news.

Jill Davis: That is good news.

Cindy Neff: Really good news.

Cindy Neff: Okay.

Jill Davis: All right.

Cindy Neff: Are we comfortable with that new business portion of the agenda? Jill is there anything other than that we need to discuss?

Jill Davis: Not at this time.

Cindy Neff: So then we can go right ahead to adjourn the meeting.

Jill Davis: Yes.

Cindy Neff: Yes, let's see what time we do have? 6:16 pm. Okay.

Jill Davis: So we are officially adjourned?

Cindy Neff: We are officially adjourned at 6:16 pm.