

Attending Names of attendees:
Geoffrey Kirkpatrick, Library Director
Catherine Stollar-Peters, Assistant Library Director
Kristen Roberts
Caroline Brancatella
Robert Khalife
Mark Kissinger
Harmeet Narang
Mary Redmond, Board of Trustees President
Lisa Scoons
Brian Sweeney
Michelle Walsh
Paul Mays, Architect (departs video at 46:13)

M. Redmond (12:01) Well we have everyone; we have a quorum, so I guess we will call the meeting to order. Geoff, I think, is going to again mention about public participation---

G. I will. So, anybody who would like to participate, I will be monitoring my email. I did not receive anything before the meeting but we will be able to take comment at the end of the meeting.

Kirkpatrick: I will address those via email. The---that email address, that [unintelligible]--- You can google 'Bethlehem Public Library contact the director,' it'll drop you right onto the page or if you go to the Board of Trustees page on the library's website and scroll down to the agenda for today's meeting, that direct link is included in the agenda for this meeting. [pause] And on Facebook, on the agenda for--- that-- today's meeting.

M. Redmond: Okay I guess I neglected to introduce myself to public, I'm Mary Redmond. I am a member of the board and the current president.

So, with that said, we are going to move ahead and go right into our Long-Range Plan Committee update. Brian, I don't know if you gonna introduce Paul---

B. Sweeney: [begins to speak. No audio is heard]

M. Redmond: Brian, I don't think your audio is on.

G. --Yep---

Kirkpatrick:

B. Sweeney: [shakes head and smiles]

Thank you I had muted myself and then promptly forgot that I had done so.

M. Redmond: [laughs]

B. Sweeney: So, hello Paul, hello everyone. So, Paul is here to provide us with his bimonthly update---- there's a lot to report on. Paul presented the Long-Range Planning Committee with some sketches--- am I using the right term? [smiles]

P. Mays: [chuckles]

That is, yes. Thank you, Brian.

B. Sweeney: [chuckles]

Thank you, Paul--- some sketches last week and we had a really great conversation and--- and I also have shared those sketches with Mary and Caroline--- who are not members of that committee--- so that they could have time to look at those sketches before today's meeting.

P. Mays: Good. [pause] Would you like me to run with it then?

B. Sweeney: [nods] Yeah, I think so.

P. Mays: [laughs]

Okay, terrific. The reason Brian and I joked about the sketch component is one of the first things I began the committee meeting with the other day was to elicit a promise from everybody that they recognized that these were the first sketches--- these were not yet schemes that had been developed in full, but they were approaches to deal with the programmatic issues we've identified early in the project.

We're lucky that in the sequence of things related to the master plan, we were able to collect much of the information that we would typically do in a master planning process before things would have shut down--- meaning we had the input for the most part that we needed in order to start trying to resolve some of the issues by presenting different options. But working from home--- they are by necessity--- many of the things are hand sketched. All of you have seen them then, if Brian has shared them with the other board members--- and plus the ones who are on the committee---

So, I thought today I might just run through an overview of these things---because you've all seen it already--- but give you an update on where we are with some of the constraints and opportunities and the direction that several of these sketches are headed. But I'll preface it by saying there are two things that are not in this collection of sketches:

The first thing that is not in the collection of sketches is the simplest of renovations that would be--- simply a reworking of the existing building footprint. And that is--- there is potential for that to be the sum total of the improvements; although you can imagine that by not increasing the footprint in any appreciable way, it also means that we have to make trade-offs--- to add space to one thing we will have to take space away from another thing. But having said that, we want to make sure we cover the range from a minimal intrusion to a more [pauses] dynamic approach to how we deal with the overall building that has small additions--- perhaps in phases, or a large addition or one large project but we'll talk about those as we go through them.

The second thing that's not included yet is a look at the Borthwick house. I spoke with Kevin today and in fact, we've arranged on Friday to meet. I'm gonna walk through the Borthwick house and look at the options related to that as they might be used either in an annex type situation that the Borthwick house would remain

intact and be used as a separate building or perhaps connecting that structure to the existing structure in some manner that would benefit the program that we're talking about. So those are two components that have not yet been developed--- the the committee saw these about a week ago, Brian? ---

B. Sweeney: [nods]

P. Mays: and we talked about them. To date I have not received any comments back but we're leaning toward our next meeting and we'll be able to address things.

So as we said, these are sketches and the idea is that we try and see the things we like in each of them and then consolidate them into probably three approaches: a minimal approach, a midsize approach, and then a sort of a 'dream list' of if the library could do anything this is what would pull it into the 21st century in the best possible way. We will be looking at the budgets related to those; as well as, logistical issues---such as occupancy of the building during renovations---how extensive the grant process might be to fund various pieces, and how we might break it into phases or potentially look at it as best solved by doing a single referendum for example and trying to tackle it at once. You can imagine that would have certain efficiencies to it doing all the construction at once but it means that all the disruption--- including cost--- happens at once as well.

So, if you'll indulge me, I'm gonna hit share screen--- I think I can do that myself from here and it should bring up---[sketch appears] you should be looking at a plan of the site sketch. Does everybody have that?

G. Yep. [nods]

Kirkpatrick:
(18:34)

P. Mays: Okay. So, technology successful, we're in good shape. So very quickly---

M. Redmond: --I have a question--- I have a quick question. Can the public see this? ---

G. --Yes--

Kirkpatrick:

M. Redmond: ---They can--- okay---

P. Mays: ---So, you're looking at it on YouTube as well Geoff? ---

G. --Correct---

Kirkpatrick:

P. Mays: --Okay, good---

M. Redmond: --Okay, good---

P. Mays: So very quickly the the first screen that we're looking at is a sketch that tries to elicit the constraints and opportunities of the site, that is; what are realistic areas in which we might do improvements or changes while maintaining the existing building the existing library building and minimizing disruption to the other infrastructure on site---primarily parking as well as underground utilities.

So, you do see on this sketch there are five---actually 5A---- so there are six different areas shaded in red that have the potential for additional floor space, that is

additional footprint to the building and they're bounded by setbacks from the property lines and/or other restrictions that we were trying to avoid: like disrupting parking ---which we know is always short---or underground utilities.

[moves cursor]

if I move this can you see my cursor?

G.

We can [nods]

Kirkpatrick:

P. Mays:

So my cursor is showing for example, coming off of Borthwick there are a series of underground utilities that come to the building---- it's not impossible to move those things but if we can avoid that cost obviously and that change that's that's a benefit to the overall project and you can see that the potential in area 4 to add floor space or footprint takes into account the fact that we wouldn't want to disrupt those things so it is set back for example from that sidewalk.

So for orientation, Delaware Avenue is along the bottom of the screen, Borthwick runs up and down the right side of the screen, the existing library is in white and we'll be talking about one [circles cursor], two [circles cursor], three [circles cursor], four [circles cursor], five [circles cursor], and a sixth--- or 5A---- separate areas that might be expanded without disrupting the other infrastructure on site and while maintaining a presence on Delaware Avenue and potentially Borthwick.

Are there any questions related to this sketch?

[pause]

You've all seen it before so I'll keep going. A blow-up of the area because it shows some of the parking improvements as they had been adjusted shows the potential for using that area that we had previously called Area 4 as either an annex house or building----this could be the existing Borthwick house---- it could be a new structure on Borthwick.

One of the things we're doing at the Gloversville Public Library is adding an annex building in a parking lot they purchased two two street addresses down from their building in which they will be locating their their shop--- the the maintenance areas garage for site crew things and so forth.

I would not suggest based on past experience that an annex building that is not connected to the library include either library direct patron staffing or administrative staffing; that often creates a disconnect that frankly in many cases we're brought into libraries to help solve rather than create. The fact that they're in a separate building even if it's on the same campus can often be problematic---- So, if there was an annex building that did not have a physical connection it would likely be set up for other things like maintenance, book sale that can be a separate piece run by volunteers, or even a meeting room---- as long as there were restrooms available there that had public access even when the building itself is closed; it's possible to have a small meeting room out in that area or tutoring space.

You can see that we know the null up here [directs cursor] is an area that's received a lot of attention as being problematic because of the slope of the various

walkways; that's something we might want to address--- look at improved crosswalks, potentially move the bus stop a little further down so we have a drop-off area---

And one of the common complaints--- from patrons and and some staff alike--- is the fact that as you enter the site from Borthwick, right now the entrance is all the way over here [signals cursor] and it's actually hidden by the building. You actually see your overhead garage door and these back-of-house spaces long before you see the formal entrance. By looking at potential additions that complete the presence along here, we can maybe address that issue as well as the question that came up repeatedly of the length of travel from handicapped parking along the curved walkway all the way up to the entrance. While that distance is the same, if an addition were here people would be inside quicker: meaning the perceived distance is less as well as the safety is increased--- that is interior travel being safer than the liabilities of exterior travel, particularly in the Northeast.

Some of the other things we're looking at are maintaining and looking at this lawn area on the west side--- and in fact that also has some drainage requirements related to stormwater management---- but having said that, any structure in this area might then tie or relate to the outdoor area. So you could imagine if it were a large public meeting room it could potentially have a breakout area into the lawn or do concerts that open----- if you're familiar with Tanglewood, there are these big barn doors that open from a concert space out onto the lawn---- that could be actually a feature that the library provides that I'm not sure exists in too many other places in the Capital District.

On the other hand, if it were the children's room in this area you can see that very easily there might be a direct connection from indoors to outdoor for programs, reading hours, crafts and other activities with controlled access to the lawn area. Moving on [begins to scroll] ----

M. Redmond: ---Before we---- Before we leave that, I have one quick question.

(24:52)

P. Mays: ---Yes, Mary? ---

M. Redmond: ---Paul, when you were talking about that last area---

P. Mays: ---Lawn area---

M. Redmond: ---And you used the term, 'drainage requirements'----

P. Mays: ---yes---

M. Redmond: you're not talking about requirements as in 'wetland or a legal requirement', you're talking about issues that need to be dealt with?

P. Mays: ---correct [nods]---

M. Redmond: ---okay---

P. Mays: ---There's very little green space on the site as a percentage of the overall lot area and so permeable space that we can actually drain rainwater and so forth is at a premium. We want to make sure we have places to do that. If we cover everything with hardscape, we end up having to deal with it in artificial manners so---- but no, it's not an official wetland----

M. Redmond: ---okay---

P. Mays: ----or requirement like that---

M. Redmond: ---okay, thank you---

P. Mays: ---You're welcome---

[scrolls page]

The--this sketch is simply shows the existing layout for reference; but so that you recognize, the library's main entrance as you come through that walkway is here. We have the L-shaped corridors that bring us to the library entrance--- and you can see it was designed with the idea in mind that there would be multiple meeting rooms; here's your large meeting room, this--the boardroom or small meeting room, and the studio that are all accessible even when the library is locked off here at a closed area. We also know that the staff areas relate to circulation and delivery and the back-of-house connection that exists there.

One of the other things we're working around is a transformer that exists in the staff courtyard at this location--- and again that is something that might change---

A few other considerations: the fact that there's an integral stack structural system in here---- meaning that the stacks are constructed on posts that hold up the mezzanine level above this space. That was very typical of libraries that were designed in this era but it lacks a certain amount of flexibility; those posts must remain in place even if we remove the shelving. Now in some places that remains even after a masterplan---Colonie is an example where that that still exists--- but we're also working at the Auburn Library and Seymour where what what we're doing for a teen space is actually removing the shelves between those posts and creating little niches and little study tables and so forth... So, there are things that can be done but we'll look at what the what freedom we get if we actually remove that structure and work with a layout of this space.

One of the frequent questions we get is you know, 'what is the future of library design, what types of spaces?' and what no while no one has a crystal ball, the thing we often say is, 'we need to make the space as flexible as possible so that shifting demographics, shifting changes in collection type or activities in the library aren't bound by the architecture of the building.' This is the very definition of that. And in fact, you can see it over here this is the mezzanine level---the staff workroom--- every one of these dots is a post upstairs; so I don't know how many board members go up there regularly but it is a labyrinth because of that collection of posts and so forth...

So those were a couple of things we were looking at---- another, is the presence on Delaware Ave: the children's area has windows and the two niches or bump outs here, there's some glass up in the quiet reading area at periodicals but as you can see---and as we've talked about previously--- the entire center of the library is very inwardly focused; there's very little attachment to the exterior, to natural light and so forth--- so those are things we've been trying to look at addressing.

[pauses]

Okay.

[scrolls page]

Moving into Sketch 1—this—again, these red dots surround the areas where there are potential additions; they also designate sort of by definition: areas that might be various phases of work--- so you can imagine for example, the construction of an addition here happening as phase one and leaving some of these other components for future phases if we were trying to spread the work out either to gain grant monies over successive years or to break up the cost of the project and the disruption to the public.

(29:15)

One of the reasons that a large meeting room makes sense in this location is the fact that that could then be a staging area; meaning that as you're renovating other parts of the library, you can move them into this large open space while you renovate the other area and then it's a shell game: you keep shifting things from the staging area to the to the public area without ever losing. You would still keep your existing meeting room, for example, during all of that. At the end you've renovated all these places and you get the large meeting room.

You can see at the at the end of this type of scheme--- there is, your existing large meeting room becomes a medium meeting room. We have a larger one with table and chair storage and a kitchenette; we have the small meeting room---or boardroom, and we have a conference room down at this end--- which is currently the children's story room--- that means that when the library is closed, we have one [moves cursor], two [moves cursor], three [moves cursor], four separate meeting rooms that are all accessible to the public and are technically all different sizes so we have as much flexibility as possible.

The children's library remained essentially where it is but we added the children's story time to make it a direct connection on that side with a small addition that would improve presence on Delaware Ave--- so this isn't so much a back door--- You can see in addition on the east side that might include offices and/or study rooms and large glass panels. I think we decided as a committee that we would take these offices and probably move them up to the mezzanine--- meaning that as you come into the library, you would look down this way and you would see glass at this end, so natural light at the end of this view scape as well as study rooms and and small gathering areas.

We've added on to the northeast corner to improve the collection area and create study areas and seating areas around natural light and windows. And you can see that upstairs we've also changed around some functions on the on the mezzanine level and expanded it into that addition. This scheme ---or this sketch, pardon me, leaves the elevator here; it does block the view down this axis but it's existing and would save a certain amount of money in that regard--- But this was a general idea of how a few changes would dramatically increase the amount of meeting space, the variety of meeting space, and improve study and tutor areas and gathering areas as well as collection--- all things that were requested by the public.

B.

---okay---

Sweeney?[scr

een doesn't
move off P.
Mays]

P. Mays: Again, we spent over an hour talking about this with the committee---so I'm sort of rushing through--- but if there are questions, please stop me and we'll come back.

This next scheme again addresses the length of travel to the entry; it brings the entry up here, again has a large meeting room; it moves the staff lounge out to this area. In both of these schemes the Circ area and back of house space remain here and in---

Actually, let me go back just very briefly.

[scrolls page]

We also created a lounge area out in the lobby. So rather than the narrow corridor being the only definition of gallery space and seating space, we've opened it up a little so it's a breakout area from the large meeting room and the other meeting rooms and could be any level of change from service from the kitchen---- meaning small café-type service where prepared things like doughnuts and muffins and coffee might be served or it might be as simple as a Keurig machine---- Many of the people who visited Wisner Library with us, The Friends of the Library sell Keurig cartridges for fifty cents or a dollar as a fundraiser but it's a cellphone friendly area, gallery area.

So the same thing happens here but we've changed--- we have now multiple axes, we have entry to the library right here, so it's much closer to when you've come in the building; we've maintained this entry here and we've actually taken the elevator out of this location and and put one at this corner of the building. It opens up this entire structure along this axis through the building as well as along this axis through the building--- so both east-- west and then from southwest and northeast---

Children's library again got larger; we talked about having family restrooms in the children's area so the parents don't have to leave the children's space if there are siblings. All of these sketches have also included teen space and maker space as feature areas.

[scrolls page]

The next scheme looks at the potential to go into the area where the Borthwick house--- I said scheme, the next sketch--- into the area where the Borthwick house is located with a large meeting room and a hyphenated link; this means that we have an entry from the parking area--- remember there's a sidewalk right here and parking right here ----so that handicap parking is now literally 15 to 20 feet from the door. And that brings us into a lobby that also opens into a new plaza that that broadens out to Delaware Ave; so instead of the main entry on Delaware Ave being down here, we've moved it to the east and made it a large feature--- So, this end of the building has restrooms, a large meeting room, this lobby, the elevator--- all these components--- a café or lounge space and then enter the library here or enter the library here.

The Circ Desk is central so that it can observe all of those angles of entry; and again in this case, we've expanded Adult collection into most of these spaces and because the large meeting room is up here now, we've placed the Children's library out here so that it has a connection out to the performance space and that lawn area we talked about.

(34:56)

The Children's program room comes here and what you could imagine then is parking related to children's events, story hour, or just access to the children's collection might well come in at this entry; whereas, after hours meetings might use the large meeting room here but we still have these other spaces. Tutor rooms along the perimeter and and areas of study--- lots of glass along the outside---- And on the upper floor, this is above this addition, you can see staff areas, a connection to below, and even taking the mezzanine area and making it a large dividable classroom or seminar space---So this is glass looking down into the library proper but it can be darkened for slideshows and presentations. So that would be on the upper floor along with offices, bullpen areas, and staffing areas and so forth...

So that's the the three general directions we were looking at. It may well be that what we want to try and address is some consolidation of elements from each one-- -The committee has sort of been absorbing this for a few days and the staff, and and our plan is to come back and look at that in more detail; as well as, I mentioned the two other schemes including the Borthwick house and a scheme that only rearranges things within the existing library footprint.

So, that's that's a quick overview. I tried to keep it to 20 minutes. Are there any questions on the direction or thoughts or comments?

[pauses]

M. Kissinger: ---Yeah, I have a question on the the use of the Borthwick house. I think it's---

P. Mays: --yes---

M. Kissinger: ---in the property between ---boards---the Borthwick House, like the backyard kind of piece--

P. Mays: --in here? [signals cursor] ----

M. Kissinger: ---Yeah. So what what exactly would be going on there, is that all one... is it like one piece like in here or is it--- are you gonna put an entrance in here?

P. Mays: ---Well this is---

M. Kissinger: --- [unintelligible]-----

P. Mays: ---I'm sorry? ---

M. Kissinger: --- I'm pointing to the screen which doesn't make any sense but--

P. Mays: [laughs]

---Okay. This is not the exact footprint of the Borthwick house but if they were separate structures, if the Borthwick house was an annex building, you can imagine we'd want to improve the site in that connection, maybe make sure that staff can move back and forth between the two easily---

M. Kissinger: ---yeah--

- P. Mays: --- perhaps it even has a trellis or covered walkway or breezeway even if there's not a physical connection between the two buildings. In my opinion as a library expert, that limits some of the uses of what would happen out there---
- M. Kissinger: ---yeah---
- P. Mays: --- in addition to some of the other constraints the Borthwick house will present; so, because it wasn't constructed as a library, it will have different load capacities for what we can do out there as well as accessibility and other issues. But having said that, it's one of the options we want to keep on the table until we've looked at it and and see what the potential might be. It might even be that the Borthwick house gets used for a number of years as one thing and then changed at some point in the future--- but I'll know more after Friday when I can go through the interior and look at it in more detail, what recommendations I could make for its use either short-term or long-term---
- M. Kissinger: ---yeah, I---
- P. Mays: ---- the states in between the two is, as I say, likely to be improved to improve access for staff to be able to to manage both buildings easily----
- M. Kissinger: ---I kinda always envisioned that the house would come down and we would do something with the property that links it in the library but---
- P. Mays: ---right. And and in fact that's what you see here----
- M. Kissinger: ---right---
- P. Mays: --- that's exactly what happened in in this sketch, is that the house came down and this large meeting room takes that end of the property. You can even see on on this sketch, which was a different version with the large meeting room over here, the potential is there to make a connection onto the Borthwick property---
- M. Kissinger: ---right---
- P. Mays: ----and still tie it here. So that is certainly one of the things that that may well happen is is that that gets incorporated into the building footprint. But again, I try to go into these as carefully as I can and say we're not bringing our bias to it; we're gonna look at everything as openly as we can and see what the best benefit to the community is going to be long term.
- M. Kissinger: ---Okay, thank you. Thanks---
- P. Mays: Excellent question though. [pauses]
- B. Sweeney Paul, I have a question about number three---
- (39:46)
- P. Mays: ---the sketch 3? ---
- B. Sweeney: ---the third sketch, yes
- P. Mays: ---okay [scrolls page] ---
- B. Sweeney: --- and I guess actually a comment then a question. Just a comment for the sake of Mary and Caroline, one thing that we did discuss last time with this model or this sketch, the children's library of course has moved far away from where it is now which means it's separated from the Children's reading plaza which was just constructed so--
- P. Mays: --- out here, right---
- B. Sweeney: ---that has created, not an insuperable issue but an issue. We would have to think about what--- we'd have to discuss what would be appropriate: 'would that remain

a Children's reading plaza', 'would it be relocated', 'would it be repurposed', and a lot of people would have to be part of that conversation so that's certainly a something of a hurdle---

M. Redmond: ---agreed---

B. Sweeney: ---The question---

P. Mays: ---You're right, Brian. We discussed that and whether this remains, because it has presence on Delaware Ave ---that is a prime piece of real estate. We had a teen space here and the potentials there to make that connection and provide an outdoor children's plaza, reading plaza, near this children's area--- But as you say, when when something is set up by donors and and by people interested with a stake, we want to make sure that we're listening to them before we make final decisions. You're absolutely right----

B. Sweeney: So, the question that I have is just, and perhaps this is a silly question but, I'm just looking at where the where the large meeting room is is positioned here and it looks like we would go into the the current exit from the parking lot. Did I miss an explanation about how the parking would maybe be rerouted to accommodate that new addition or am I misreading the sketch?

P. Mays: ---The sketch is oriented slightly differently because of the underlays we had. If you see this box---

B. Sweeney: [acknowledges]

P. Mays: --- you see how it's a, it's not a perfect rectangle it's sort of a--I don't know what you, a trapezoid--- that is four, right here. See that trapezoid---

B. Sweeney: ---I see, I see---

P. Mays: ---so it does not interfere with the parking at all, none of these sketches decreased any of the parking spaces at all. All of them were within these red shaded areas that did not and therefore did not decrease parking in any of the sketches. We felt that was important---its--- parking came up enough during the conversations that we didn't feel it would be productive to show things that reduce the parking amount on site. And in fact, I think it's gonna take some creative solutions with the town facility across Borthwick, and/or other locations, strategies to improve parking overall for our patrons but we just didn't think it would be a good thing to reduce parking on the site at all.

Maintaining it as is, as you can see, sort of leaves a good part of the site untouched. There may be ways to make this more efficient and perhaps increase parking, particularly if we're reworking that knoll in the center depending on what the geography underneath that--- I don't know if it's high because it's bedrock or if it's high because it's the tailings from when they excavated for this building and just dumped it there and then planted seed on top; or if it was just an idea of let's break up the parking lot with something with a little bit of three dimension to it --- which I actually like, but I understand too that a lot of people have been concerned about the liability in the winter. And in fact, those walkways get closed off with snow fence because of it. So, to answer your question none of the sketches interfere with existing parking or intrude onto the parking lot----

B. Sweeney: ---Thank you----

P. Mays: [pauses]

So, it's--- all of these are directions to think about and as the committee gives us input, we'll try and focus it down into a few solid pieces for the board's consideration. I would suggest that at some point we have a board meeting--- perhaps a special meeting has to get called, that'll be up to you---where we can spend a lengthy amount of time discussing the whole thing. A lot of board members are on the committee, obviously, and so are aware of everything that we've been discussing; but as we get to the end, obviously presenting this to the entire board is going to be a key component of your understanding of what the choices are into the future.

I will also say that in all of these you can see a variety of options as I mentioned for phasing, or doing some pieces sooner or later than others or doing them all together. That will also be a discussion and when we start putting numbers on these--- that is budget numbers--- we will look at them as individual pieces as well as overall pieces. There will be an efficiency to single project---that is---you have mobilization once and contractors are on site once but by the same token, we have access to grants if we if we break it out over a longer period. So, we'll look at both of those options for the board to discuss when they're discussing the feasibility of these various ideas as well. [pauses]

G. Kirkpatrick: ---Great---
(45:11)

M. Redmond: ---Public questions? Comments?
[pauses]

P. Mays: Paul, thanks we appreciate it; it's a lot of work here we appreciate it---
--- It's been exceedingly difficult because of the stay at home orders but luckily I'm a great boss and my wife is a great employee [laughs] so we've managed at the dining room table to pull together enough to keep this moving which was our--- I had said to Geoff you know at the beginning of this, these interesting times, I said we're in a good spot; we're gonna keep moving on it, it may not look like it would have if we had access to our office all the time but we've managed to keep it all moving. So, thank you all for your time this evening to take a look at it---

M. Redmond: --- Thank you, Paul, and thank you to the members of the committee. You guys have put in a lot of hours so far, I appreciate it---

P. Mays: ---That's absolutely true. Thank you all. I'll excuse myself then and I'll look forward to talking to you all soon. Enjoy the rest of your meeting----

M. Redmond: --Thanks Paul---
[trustees wave to P. Mays]

P. Mays: ---thanks everybody---

M. Redmond: --- I bet you're glad you're not driving down in snow at this point, that's the one good thing---

P. Mays: ---[laughs] what are the chances? Thank you all. Bye now--- [departs video]

M. Redmond: ---Thanks---
[pauses]

Okay is there any any discussion on that topic at this point? We can go back to it later in the meeting or does anybody have any comments right now? [pauses]

Okay I guess we will move on to the approval of the previous meeting minutes---

B. Sweeney: ---May I make a quick request?---

- M. Redmond: ---I'm sorry, I don't have something with the page numbers on it I'm sorry---
- B. Sweeney: ---- I was just going to ask, is it possible to have if not the board packet then at least the meeting agenda shared to the group because I only have a single, rather small screen so being able to sort of talk and have that open in another window would be somewhat difficult---
- G. Kirkpatrick: ---Alright, give me a sec---
- M. Walsh: ---I'm using two devices [laughs]---
- B. Sweeney: ---- I may have to do that but I don't know how much love is left in my telephone [chuckles]---
- G. Kirkpatrick: ---- so, let me see how this works--- [opens meeting agenda on video]
- B. Sweeney: ---great---
- G. Kirkpatrick: ---That help you? ---
- B. Sweeney: ---yes---
- M. Redmond: ---yes, thank you---
- G. Kirkpatrick: ---okay, [pauses] that is going to be a challenge for me. We'll figure something out. Alright, give me a second guys---
- B. Sweeney: ---Would it be easier Geoff if I shared it from my computer, I don't know if that's even possible right now... I don't know if I have sharing ability---
- G. Kirkpatrick: ---you do, everybody has sharing ability. Can you—I can't see what you're looking at now. Can you are you looking at the agenda? ---
- B. Sweeney: ---yes---
- G. Kirkpatrick: ---okay--
- B. Sweeney: ---on your browser--
- G. Kirkpatrick: --- I can't see all of you but let's let's go with that---
- B. Sweeney: ---okay--- [pause]
- M. Redmond: --- okay, I'm confused---
- G. Kirkpatrick: --- Okay Mary, can you are you looking at the agenda? ---
- M. Redmond: --- Yes. I'm looking at what Geoff brought up; which with I can work with, I kind of preferred it the other way I had it because I had two windows open but I can work with this---
- B. Sweeney: ---- If we prefer to just do multi windows then that that's fine with me----
- M. Redmond: ---- Cuz I think with multi windows I could actually go through the whole document as we were proceeding---
- B. Sweeney: ---okay [nods]---
- G. Kirkpatrick: --- Alright, so let me see if I can--I will stop sharing and we'll pop back to the way it was, I think---
- M. Redmond: ---okay [pauses] We will try to proceed with this and if anybody needs us to stop at a point because they need to pull up something to look at it for a second, we'll we'll just try to work this through. So right now, we are looking at an approval of the previous meeting minutes [pause]----
- K. Roberts: --- I just wanted to mention that there's actually the meeting minutes of a second one for long range planning committee---
- M. Redmond: --- Okay I think what we did last month we'll do again; we'll vote on the two separate dock-- two documents separately. We'll have two votes; I think that would be most appropriate.

So, the first one that we come on is the the minutes for our meeting on Monday March 9. So, when people are ready, I would need a motion or if there's any discussion before that...

M. Kissinger: ---I'll make a motion to approve the minutes---
(50:23)

M. Walsh: --- [raises hand] Second---

M. Redmond: ---All in favor? [all trustees confirm by saying 'Aye' or raising hand] Opposed? None opposed. Okay, so that motion has passed.

Then we move on to the meeting minutes for the meeting Thursday April 9 of the Long-Range Planning Committee [pauses]---

M. Walsh: ---I'll make a motion to accept the minutes of the Long-Range Planning Committee Meeting---

M. Redmond: ---Second? ---

M. Kissinger: --- [raises hand] I'll second---

M. Redmond: --- All in favor? [M. Redmond and all other trustees confirm by saying 'Aye' or raising hand] Opposed? None. Okay, thank you.

Okay, we will move on to the financial report. Robert? ---

R. Khalife: Hi everyone. The financial report from pages 8 to 16---- when you look at the schedules from page 9 to 16, during the month of March, from a financial perspective, there was [feedback]--- I'm getting a lot of feedback for some reason, so in terms of the spending and the income for the month there was nothing unusual in the month of March.

In the month of April, we received the balance of the real estate taxes of \$96,000 so we're up to date in terms collecting last year's property tax and pilot money. As approved by the board, we opened the bank account at Key Bank right before we closed the library; we opened the bank account at Key Bank for local deposits and we have \$2,500 there and it's still there at this point in time.

Surprised-- To my surprise, we are still getting a competitive interest rate from TD Bank on our money in the money market fund; we're getting in excess of 1.1%. I don't have the exact number because we don't have all the paperwork, but we getting a good rate. The interest income for the month was three thousand dollars. And it'll be interesting to notice our spending in April, with the library shut down it'll be interesting to see how the spending is gonna be in April but in March, it was normal. Any questions? [pauses]---

M. Redmond: ---okay, thank you Robert. I guess we need to-- we need a motion to accept the treasurer's report---

G. Kirkpatrick: ---[raises hand] So if I could what I would--- you guys propose the motions--- but what I might suggest would be a motion to approve the financial statement dated March 31st 2020 with manual disbursements of \$44,706.20; trust and agency disbursements and salaries from March of \$186,264.52; cash disbursements and accounts payable for March of \$82,258.29, and Capital Project Fund hand-drawn checks for February of zero dollars---

M. Redmond: ---okay, so is that a particular page of our packet? ---

R. Khalife: ---it's page twelve---

- M. Redmond: ---Page twelve; so that might be an easy way for somebody to make a motion referencing the activity on page twelve----
- B. Sweeney: -- I move to approve the activity reported on page twelve previously read by Geoff--
- M. Kissinger: [no audio, raises hand as Second]
- M. Redmond: ---and Mark is a second. All in favor? [all trustees silently confirm by raising hand] Opposed? Okay, motion passed. Thank you. Thanks Geoff.
[G. Kirkpatrick silently thumbs up in acknowledgment]
Okay, so next we will move on to the personnel report---
- G. Kirkpatrick: ---So, the personnel report looks a little bit different, we had a cloud printing issue (54:26) so the lines it didn't appear on this--- let me just roll down, make sure I get to the right screen. This appears on page 19 of your packet: The new position that is on here is for the senior-- Senior Clerk Full-Time but basically, I'm not asking for any actions at this point because what I wanted to say is that we have--- we will—what I'm proposing is that we freeze any hiring activities; it's difficult for us to do when the library's closed anyway and to ensure that we're leaving maximum flexibility for the library going forward from a financial basis, that we not fill these positions, that we're not going to seek to fill these positions right now.
- Before we would seek to fill any positions, I would come back to the board and specifically have a discussion with all of you to authorize those positions, even for the positions that we had previously authorized. So, all of those things are--are on hold for now.
- M. Redmond: --- Okay so do we need a motion right now or not? ---
- G. Kirkpatrick: ---[shakes head] I don't need a motion on this because I'm not requesting any actions---
- M. Redmond: --okay--
- B. Sweeney: --Okay can I get clarity-- clarity, I'm sorry, so the previously approved to fill and currently recruiting are also on hold? ---
- G. Kirkpatrick: --- Yes. So basically the-- we had asked to fill the Technology Assistant either as the Technology Assistant or full-time clerk. We had asked to fill and sought approval and received approval for: The Library Clerk part-time, for a Librarian I full-time, and for the senior clerk--- this was as a retirement that we knew was coming--- and so all of those are previously approved. I'm just mentioning when there's no new positions that we're seeking and that at this time, we're not actively pursuing any hiring while we're not at the library---
- B. Sweeney: ---[nods] thank you---
- M. Redmond: --- Any other questions or comments on the personnel report? ---
- M. Kissinger: --- Yeah, this is Mark, I got one question Geoff: do you have the resources you need as the library stays closed and goes to more of a technology based approach-- I mean--; or could you use like a- but- you know there's a lot of people out of work now, so I don't know if there's a way you could bolster the technology piece of it---
- G. Kirkpatrick: --- There are. We are—the the the IT department is an IT department of one right now and what we're looking at is because we have some jobs that have--- we're looking at a little bit across the whole organization; right so, we have we have people in different titles as long as the work that they're doing is an appropriate title, we can shift tasks around the library from places where maybe there isn't as

much need for a certain job now to places where there are more need. So, we're looking at all of that across the organization and certainly IT is one of those places---

M. Kissinger: ---okay---

G. Kirkpatrick: --- I may have a challenge about the job titles because of civil service; there may be that out of title job work we may have some challenges with as we move forward-- but we'll come back to you and talk about that if there was a need for a temporary title shift or or something I would, I would come and seek that with you---

M. Kissinger: ---okay. Alright, great, thanks---

G. Kirkpatrick: ---you bet---

M. Redmond: Anything else on the personnel report? [pause]

Okay, we will move on to the director's report. Geoff?

G. Kirkpatrick: Okay. So, the directors report looks a lot different. I just wanted really to chronicle the work that has been done across the organization while we're not in the building. So yeah, I think it's it's really important that that we as a staff and, me in particular, respect and honor the the ability for the staff to be able to work from home and so many of our neighbors and friends out in the world who don't have that choice so we we really are thankful for that. I cannot express the gratitude of the staff that's been expressed to me; I'm gonna do it now to the best of my ability and let you know just how much that's appreciated and because of that, we are working hard to make sure that we're honoring that and we wanted to--- I, in order to sort of recognize the effort that the staff have put in, really wanted to put this down in my official report.

(58:44)

So, this looks a lot different than our regular report, you know the statistic--the statistical report is all over the place; you know down in a lot of areas, up in some areas. You know we've seen some some some good work particularly in E-content; some swift work by Upper Hudson to be able to get Hoopla up and running as another source of e-books and the audiobooks for the public---not being able to have access to the physical collection. You know electronic collections are an imperfect replacement for that but they are the replacement that we have that's available to us now under the current executive order, so we have been working hard to push that--

I know Kristen--and we have set up you know an IT-- sorry a public-- [pauses], a PR Facebook committee, I'm missing that up--- a Facebook committee to be able to feed things to Kristen so that she doesn't have to spend so much time deciding what gets put up on our social media--- social community committee, that's what it is-- and they're feeding that information so that's an example, Mark, where where Kristen was doing a lot of that work previously and now we've shifted that to some of the some of the folks in the public services staff are feeding that information to Kristen so she can focus more on mechanics of getting things up and timing them and getting them put out to the public in a timely way.

We're finding that Facebook is one of our main ways to communicate with the public. We did have to do a total revamp of the Footnotes which was a huge, was a heartbreaker to have to pull that back but it was just you know we as we got really close to the final publishing deadline of that, it became very obvious that things like public meetings and large group meetings were just not going to be a thing that

existed for May and June, you know just gathering people together is just-- it would be a supremely risky thing to do. So, we pulled that back and that has gone to publishing and should be hitting people's mailboxes fairly soon, right and that's a way for us to communicate with people who maybe are not as in tune with our online Facebook presence or the website-- they're not thinking to go the website. Can we get some of those electronic resources and the resources that we are providing to the community out in front of everybody in the community just to make sure that they're aware that A) we're still here, we're still answering questions, we are still providing our electronic resources and as you might imagine, record breaking statistics on all of our e-categories.

You know e-books and the audiobooks had started to flatten out; we had seen massive increases over the past, you know, 5 and 10 years. That curve had started to flatten out. Well that curve is gone right back up to—we're seeing 30%, you know, 30% increases and that's a 30% increase over and an already the largest, highest amount of E-content that we've ever had available. So, with that, we added Kanopy at the beginning of the year. That has been used a lot; record numbers of views on Kanopy. And and again, we've never had Hoopla before; we had a language learning database that we were able to add and a number of other databases that were provided either free of charge because we had other products from certain companies. We've gotten those up and in place for the public.

The same time, a lot of new programming: branding that new programming, doing our story time making sure that the librarians that the kids in the community are used to seeing are still there for them and to be able to see their home librarian--- it's not just--- you know, having a LeVar Burton or another famous person read their-- have an author read their book is amazing; but also also important, is to have our local librarians reading to their kids to provide a sense of normalcy for that. And we've been working closely-- we've reached out to the schools, to senior services made sure that if there's any resources that the library has, that can be marshaled to them.

We've done--- Of note to that, I just want to bring up some new developments: we have been working-- John Love in the IT department has been working on to produce with two different groups to produce headbands for face shields as-- with SUNY Albany they're coordinated. Those two groups are coordinated through different departments at SUNY Albany and we were feeding two different designs of headbands that are produced on the 3D printer to them. Got a contact from Delmar EMS that they might be interested in those. We happen to have a certain number of transparencies in the building that are just left over for some reason, you know and we've been--- up til that point, we've been feeding the headbands to those two groups where they can be assembled and then distributed to healthcare workers on the front lines through UAlbany.

We did take about 20 of those down to Delmar EMS so they could look at them and see if that would be something that would meet their needs; you know what we can produce locally might be able to meet their needs. And we have a limited number of those transparencies that we can produce [?]- a limited number of face shields

that we could make, but why would we not want to have those available to our first responders locally. So, I was happy to be able to to accommodate that.

(1:04:01)

We have some parts on order that we hope would get the second 3D printer up and running; if that's the case, then we'll be able to double our capacity to print out. We still have a bunch of filament available so that is not a limiting factor. It is time on print and then just having that second printer would really help us expand that out. And basically, we're just--- is a relatively inefficient way to produce, to mass-produce any kind of personal protective equipment but we felt compelled that we wanted to participate in this and do whatever we could to get that to the people who who need it. So that's something I'm proud of, I was glad we able we were able to do that, I'm also glad with a lot of our public services staff taking their programs online, book discussion groups taking those online, the our music programs trying to take those online for the listening parties and just trying—my direction was just to try to throw it against the wall to see what sticks and then our public will tell us what they are finding useful. We did get a very nice mention from Jody Munro from the school district saying that don't, you know—telling their parents don't forget the library is a resource, we're putting out, you know, a lot of helpful things that can help you enhance the the educational component or maybe the entertainment component that surrounds, that wraps, around the education component that the school district is doing so well. So we're happy to be able to to have a hand in that. I know that people are using our Wi-Fi both at the library, at the Elm Ave Park; I'm so happy that we put that in place; a lot of libraries around the country are scrambling, trying to get Wi-Fi out and available away from their building. You know, here we were in a great position; we already had our Wi-Fi out in many places and, you know, we're looking to expand that more. You know, the the more that we can get our that critical service right now out and available to the public and I know people are using it because we're looking into statistics so we know it's it's being used, so. I just want to say thank you to all of you. The support that I felt has really been amazing and I want to say thanks to the staff for their hard work; they really are taking it very seriously and they are very very interested in helping our community in whatever way they can going forward.

M. Redmond: Thank you Geoff. One thing that I would ask you to comment on to the full board again is where we stand with the vote on the budget and the upcoming trustee election or where we don't stand on those things.

G. Kirkpatrick: We don't—yeah, so where we don't stand. So the good news and bad news is that our vote is held by the school district so what the school districts are very interested in getting this settled all across the whole state. They're bringing a lot of political power to bear on this. The libraries are a much smaller entity but, you know, sort of us being hooked in with the school districts in this particular case is definitely to our advantage. I've been in contact with the school districts, with NYLA, you know, our our statewide Association, our Library System, and Tim Burke at the director. I have been seeking whatever information I could about how this vote is likely to be held. I do not want to speculate here but it is it is very likely that there will be some sort of a budget vote and and trustee election at some point. The mechanism of that is still to be determined; the petitioning the petitioning is of particular—in question right now and they have not come up with a solution that that I have heard yet; as soon as I do I will communicate that out and we will push that out to the public as well.

- M. Redmond: And how about our budget? We have a budget in place through the end of June. How do we move forward, Geoff?
- G. Kirkpatrick: We do. So if there were for some reason to be no budget that was able to take place at all, the way library levies work is that if there's no vote to increase the levy you're automatically get last year's levy right? So if there were to be no budget vote, the levy that would go out as part of the taxes would be last year's levy, the same dollar amount from last year.
- M. Redmond: So and then but I think you had told me that the school district does not have that situation.
- G. Kirkpatrick: My belief, and I'm not a school district vote expert, but my belief is that they have to go out every year, so I know there are a lot of—there's a lot of questions on that right now which leads it to be very likely that there will be an election; it may be have to be conducted fully by mail, but that is all of those things are being worked on actively by by the state and, you know, we will be more the recipient of that as soon as we have any of that information. And I know the deadlines are getting very tight; we have a budget that was approved by the board and sent to the school district. I believe there is still time if that wanted to if we want to modify that that that there's still time to do that and I am in constant contact with the folks from the school district to try to make sure that we keep all those options open.
- M. Redmond: Because my other thought after we spoke and it didn't dawn on me for a while was that even if we do have a levy that carries over—
- G. Kirkpatrick: Yes.
- M. Redmond: —who's gonna send those bills out to the people in the town? Because the school district can't send any bills out for theirs so I...you know.
- G. Kirkpatrick: There there's going to be a mechanism in place for the school district budget vote to happen and that's, you know, that's on—
- M. Redmond: —That that that is going to happen 'cause we're going to be [unintelligible]
- G. Kirkpatrick: That's on [?] them [?] I promise you there's a there's a way for that to happen and that that will happen, so what that looks like I I I would not want to speculate.
- M. Redmond: Okay. Any questions or comments on those topics? Geoff, on behalf of the board I want to thank you and the staff; I haven't spoken to you much because I've been trying to leave you alone, but I do know how hard you and the staff have been working and you and I have had some side discussion so I know there's been a lot a lot of stuff going on behind the scenes, so we appreciate it, thank you.
- G. Kirkpatrick: I appreciate it, thank you.
- M. Kissinger: Yeah I just want to say I'm it's I'm in awe of the staff what they're doing I mean I kinda check it, it's a great diversion from my current situation at work, so I check it at night and I—the staff are doing an unbelievable thing.
- G. Kirkpatrick: Thank you.
- M. Kissinger: So I just want to say that on the record.
- G. Kirkpatrick: Thank you, I appreciate that.
- M. Kissinger: Yep.
- M. Redmond: And you can see it when you drive by the building right along Delaware Avenue with everything going on, we're we're still thinking to put our signs up and support everybody else in the community; sometimes it's the little things that that really resonate with people, so thank you Geoff.
(1:09:47)
- G. Kirkpatrick: You're welcome.
- M. Redmond: Okay I guess we will move on to the UHLS report.

- L. Scoons: Okay well we did meet remotely and had a few things that we needed to cover. One, as a lot of people have heard the budget was passed, the state aid funding was I think about half of what the governor had cut was restored by the legislature so the state aid funding this year is ninety one point— ninety-four point one million. The construction aid didn't fare as well, it's cut back to fourteen million which is quite a cut from the twenty we had last year so locally I think we're going to have quite a bit less money to deal with in terms of grants. The annual dinner in June has been canceled and even though we won't be meeting to do the awards, the awards are going forward, so I'm putting in a little plug to everyone to get get the awards in; we have a lot of cool online things that we've been doing so those would be great to do. And then the last thing was that we—there was a discussion about what to do with some of the trustees that are cycling off of the—my five years is up; they asked me to—if I would be interested in serving for an additional year. I said I would and we'll see how everything works out with votes and budgets and the whole process. But that at least is in place at this point so that's it.
- M. Redmond: I'm sorry, did you say for an additional year or an additional term?
- L. Scoons: They said a year initially so we'll see what that's what Tim's request was. There's I think three of us that are—
- M. Redmond: Oh you're talking about UHLS—
- L. Scoons: Yes.
- M. Redmond: I thought you were talking about, okay—
- L. Scoons: Yes.
- M. Redmond: I was getting a little confused there. Okay—
- L. Scoons: Yes.
- M. Redmond: Thank you Lisa—
- L. Scoons: Yes.
- M. Redmond: That would be great; you've done a great job, you really have.
- L. Scoons: Thanks.
- M. Redmond: Somehow with the library always has a trustee that is very interested and kind of just jumps in there so good for you, thank you, I appreciate it. Anything else on UHLS?
- L. Scoons: No.
- M. Redmond: Anyone? Okay okay we will move on to new business. Geoff?
- Okay so I just wanted to put a placeholder in here, I mentioned it a little bit in earlier on we were talking about the Upper Hudson Library System is working, the the directors along with the system, are working on a phased reopening plan. We have our plan in place which has been shared out with the staff and the board of the library. It is one of the most continuously updated documents that I've ever had possession of. We will continue to make changes to that document so that we can be agile and make sure that we are trying to incorporate the situation as it as it unfolds, but we we are happy to have something where we are looking for ways and how we reopen the library, you know, what does this look like and then what does that look like across the system. So that is in progress right now; I think we have a pretty solid document for us to hang our our program going forward on and then we're looking for those pieces that are where the system connects our library to all the other libraries as we are stronger all all together, so we need to make sure that we're moving in concert on this, and I I am pleased to say that the libraries across Upper Hudson have largely really been working together to make sure that we are

presenting consistent information to all the libraries across the system. So I just wanted to leave a placeholder here in the in our meeting to talk about our phase reopening; if there any particular questions that you had about our plans, you know, basically we will as soon as we are able to under the executive orders bring back some level of service to the public, will it look like what our library service traditionally looks like? I can guarantee you that it will not, but we know that the public is very very interested in having access to our physical collections; we have to make sure that we can do that in a safe way and, you know, it's it's not just the safety of the staff, the safety of the public, of the whole community, we want to make sure that we are doing this is you know in as safe a way as we can and we're still waiting for guidance from our federal and state friends about, you know, what the the transmission on physical objects is. I think that's beginning to coalesce but but those are some open questions that we have still.

M. Walsh: (1:14:54) And I would just point out that I have had some patrons, several actually, ask about the possibility of curbside book pickup or drop-off. Is there any—well you said you don't you don't know what it will look like, but I'm [?] was just wondering if that might happen before the actual building opens up—

G. Kirkpatrick: —I I—

M. Walsh: —to the public.

G. Kirkpatrick: I guarantee that it will so as soon as—[*M. Walsh acknowledges*] that is sort of our phase one, right? As so as soon as we receive the ability under the executive orders for us to have those non-essential people in the building and to be able to provide this as a service, we will be doing a contactless, we, you know, our imagined scenario looks a lot like what pickup from restaurants looks like right now. Someone would call ahead, we would put books on hold, even if the courier is not working yet so we're not getting holds from around the system; if we have holds that are in place in the library, if we have books that are in the library we would make them available to the public; they could come in and we would take them out in a bag with our masks and gloves on and hand them off onto a table and they would pick them up and take them home. That that that is I I guarantee the sort of the first way that we begin to re-engage with the physical collection. You know, right now all the books in the library have well-aged past the most extreme long date long date of any of any virus remaining viable on them, you know, we've been closed for, you know, going on five weeks now. So the books that are in the library we we as the staff would be the contamination vector, right? We—the building is sitting there largely empty; we would be the ones that that present that, so we just have to make sure we're doing that in a in a contained way. We have put the the face masks that we have to—that we ordered to supply for any staff members. We put those on order, they have not come in yet. We have some decent supplies of cleaning cleaning supplies though I don't—those wouldn't last forever and getting more cleaning supplies has been a has been an issue but I think we're in much better shape than a lot of places to be able to handle that. So that's all part of that document and believe me as soon as we are able to do curb side pick up we will be doing it.

M. Walsh: Great.

L. Scoons: Geoff I would think that part of the issue might be trying to get some of the books that have gone out and are still out because I mean I was one of the people that showed up before you guys closed—it looked like the grocery stores.

G. Kirkpatrick: Yes.

L. Scoons: I mean not kidding you, like I've never seen some of the book shelves as empty as they looked; it was crazy. So I—have you talked about how you would get all that stuff that was checked out back in because—

G. Kirkpatrick: Yes, so we'd have to—

L. Scoons: —I don't know how [unintelligible] holds if the stuff's still out.

G. Kirkpatrick: Yep so we would, you know, that outside book drop that's across the way we probably would not reopen because it would get filled up extremely fast and then people would leave things on top of it as they do when it fills up, but the inside book drop we we would begin to open that up. Those items—the best guidance that we have right now from the American Library Association is that we would be sequestering those items for a certain amount of time and then wiping them down. Again we have a certain amount of supplies to be able to to do some of that cleaning effectively. We really need some of that deeper guidance about about how we actually handle specifically, you know, books. Paper is not much of a concern but every book that we have pretty much has a plastic wrapper on that, right? So the surface transmission on plastic may well be different than the surface transmission on paper, you know, that's that guidance is beginning to coalesce and I haven't really heard the the authoritative voice on that yet.

So we we're talking about where we sequester the books, right? We will not be using the meeting rooms, the storytime room for for story times and meetings, right? Because we will not be allowed to have group meetings so we would be sequestering those returns for a certain amount of time, wiping them down and then getting them placed back on the shelves. So there's a lot of things to come out and I and as we have empty shelves now if we have to do curbside pickup that isn't as easy and as elegant as people being able to come into the building and get their books, so then I'm imagining we'll have the opposite problem where shelves will be completely stuffed with stuff with materials that we can't get out into people's hands. So along with that we are looking at beginning to as our vendors turn back on, you know, they might be able to ship that—we know there's books that are published now that would be popular we can't get into people's hands, so we have to make sure that those orders are coming in too and we're keeping the collection fresh. So that's—all those are going into one area to be sequestered, the returns would go to another area to be sequestered; how do we do the wipe off, is that—is the wipe off necessary or is sequestering them for a certain period of time to let the virus any potential virus die off? This is right where we're working right now.

Guidelines look like wipe off is a recommended thing even though the possibility of surface transmission appears to be extremely low, you know, we don't we don't want to be the one that that fosters more more contamination in the community, so.

M. Redmond: Geoff [*G. Kirkpatrick acknowledges*] you and I have spoken a little bit about maintaining the library the calendar where people sign up for their rooms and that the—

G. Kirkpatrick: Yes.

M. Redmond: — the amount of time that staff are spending notifying people and going through this, so could you give the board an idea of kind of where you are thinking about going with that in the future?

G. Kirkpatrick: Right so in the interest of fairness what we've done right now is we are not accepting any new requests for meeting room space. Again we don't know what the executive orders will be on the allowable number of people that could gather in a single space, you know, we're throwing that football down the field a little bit trying to guess what what will that be, what will those phases as as the state begins to reopen how many people will be allowed to be in certain spaces at certain times? So we're not taking bookings right now. What our plan is to announce it out to the public in as wide a way as possible, begin to take those those room bookings but keep them all pending because again we will not be in control of many of those decisions. They will be we will be the recipients of many of the that that information about how many people we can have in. It may may not be feasible to do programs, you know, large programs for for quite a while. So our intention is to have a way for the public who's interested in having a meeting at the library if possible be able to to have that space pending but we wouldn't be confirming it, again, because I hate to say 'yeah, the room is yours!' and then, you know, in September you can't have a you can't have a a group meeting of more than five people and then we have to pull that back from somebody, so...we're working on a way to leave that in pending status right now.

M. Redmond: Okay. Are there any other questions for Geoff on any of this stuff? Okay is there any other...so we're we're good with the phased reopening.

G. Kirkpatrick: Yep.

M. Redmond: Is there any other new business?

G. Kirkpatrick: I have one piece of new business you'll see in your packet under —after new business, there is—we were just talking about the calendar so this is timely. Because so many programs have been cancelled and because so many of the public meetings have been canceled we have been looking—well, not because—we have been looking at a new library calendaring software for a long time and because we have had time to have our staff really muscle in on this we have determined a software that we would like to move to for managing the public meetings and programs and those rooms going forward. I put that proposal into the packet. The proposal includes a first year startup implementation cost of fifty five hundred dollars to switch to a product from library market that will allow us to do much more with the calendar that we want to be able to do, potentially also allowing us to manage to the study rooms which has been a challenge for us for years so this is the product that has been recommended by the staff who have to manage the rooms as well as the public services staff who are a recipient of that product, so that proposal is above my limit to authorize and I'm seeking permission to sign a contract with library market.

M. Redmond: This is on pages twenty-six through thirty-three of your packet. Twenty-six is the summary bill.

M. Walsh: I did have a question Geoff. After the first year, fifty-five hundred, would it then subsequent years only be the subscription amount of two thousand each year?

G. Kirkpatrick: Two thousand dollars, correct. Yep, that is exactly right. So we pay just under a thousand dollars a year for the calendar that we have that was written a a very long time ago

- M. Walsh: [Unintelligible]
- G. Kirkpatrick: So so there's an increased cost going forward but the the significant cost is like always it's upfront it's in the implementation migration.
- M. Walsh: Okay.
- H. Narang: Geoff do we know if anyone else—
- M. Redmond: So I would need a motion?
- G. Kirkpatrick: I heard a question from Harmeet.
- H. Narang: Geoff do we know any anyone else who uses this locally? Any feedback?
- G. Kirkpatrick: Yes actually, so like I said, we were able do a lot of feedback. So this company works with a lot of other libraries that—I have a little personal experience with them on the the the NYLA Sustainable Libraries Initiative, they were the the library that designed that, and then a lot they do a lot of work in Suffolk County working with the libraries for this calendaring system so a lot of my peers who I've talked to about library market the their rap is this is not the cheapest product but you absolutely get what you pay for with this, and the support of the company as we were looking, they've been very very fast to respond to us and that is across the board, I—from several people that I trust a lot they said that is how this company operates. They are very responsive and they and they make the they make it work for the for the library.
- H. Narang: Okay. Great.
- G. Kirkpatrick: Thank you.
- M. Redmond: If we're ready to move forward I need a motion.
(1:25:21)
- H. Narang: Yeah I'll make a motion to approve the purchase of the new library software.
- M. Redmond: Harmeet, and a second?
- L. Scoons: I'll second.
- M. Redmond: Lisa is second, all in favor, aye? Opposed? None. Okay thank you. And and any other new business? Okay we will move on to old business, the insurance payment policy.
- G. Kirkpatrick: So this is basically just a placeholder again. I wanted to—well, anyway—wanted to have a conversation if we needed to talk about the insurance pay the insurance payment policy we were we had a draft that was nearly ready to go but I just didn't want this to fall off our radar.
- M. Redmond: I'm honestly not sure where we left it and why we didn't vote on it last month.
- G. Kirkpatrick: Well I'll tell you what, I will resend out the latest draft that we have of that to the to the policy committee and then we will look to have that in place for next month. Does that make sense?
- M. Redmond: Okay cause I think we were—after discussion we were pretty much ready to move on it but I don't know that anybody maybe is ready to make a motion on it tonight without having reviewed it.
- K. Roberts: So I actually when I was looking through the minutes before I posted them, looks like we did—there was a vote on it, it did pass.
- G. Kirkpatrick: Oh okay.
- M. Redmond: I thought it had. [Unintelligible]
- G. Kirkpatrick: Alright. Sorry.
- M. Redmond: Done. Good work!
- G. Kirkpatrick: Fantastic.
- K. Roberts: Well I was confused too and so I went back through, but.
- G. Kirkpatrick: Thank you Kristen.

- M. Redmond: Okay. Thank you. Okay, budget for 2021. Geoff maybe we've already covered this, I apologize.
- G. Kirkpatrick: It's okay. I think we've largely covered that and again just I I did talk to Judy Kehoe at the school district and asked, you know, we put forward a budget that was that had levy increase in it before the world had changed so, there is still some time to amend that budget should we should the board want to, but the the window for that is probably going to be closing shortly. I do not have a specific date because again the vote date has not been established yet so all of those dates that fall backwards from the from the election date have not been established but I know there are some, you know, some public notice requirements but again, are those going to be modified by executive order? So there's just a lot of unknowns right now. I just thought we should have a a quick discussion about that if there's any questions and anything any information I can try to find for you.
- M. Redmond: Does anybody want to discuss changing the budget that we've submitted? Okay any other any other discussion on this topic? Okay we'll move on to the next topic: long-range steering long range plans steering committee talk about a new committee chair.
- B. Sweeney: Hello everybody. So as you all know my my term is coming to an end. Obviously with the uncertainty that we're facing right now it it may well be that that both Lisa and I stay on a little bit longer while these things get worked out and I'm perfectly willing to do so, but regardless of that I do think it's important that the long-range plan planning committee have new leadership before the end of my term so that it can be a seamless transition and thankfully Harmeet has volunteered to take on that role. I'm I don't believe that that requires a vote but I did think it would be good to mention it in a the setting of a public meeting. So thanks to Harmeet for for taking that on and and and Mary do you do you believe that does need to be subject to a vote?
- M. Redmond: No. I don't think it does; it's it's a committee, it's a standing committee and and you you all as far as I'm concerned, Geoff may—Geoff do you see it differently? [G. Kirkpatrick shakes head and mouths 'no'] No.
- B. Sweeney: Great.
- M. Redmond: So that's that's however you guys organized the committee so thank you. Thank you Brian and Harmeet and thank—again, thank you to everybody on that committee; it's been a lot of work and continues to be a lot of work so I I appreciate all the work you're doing.
- B. Sweeney: Sure. I I'm grateful to do it. A couple of questions or or issues to to discuss and I guess this will be the last update coming from me and maybe thinking the next meeting this will be Harmeet's look out. But one thing we have not yet scheduled the date for our next long-range planning meeting because of time at the last meeting. Our next board meeting is May 11. I'm thinking that when Harmeet talks to Paul that it might make sense to schedule that meeting for after rather than before our next board meeting so that we may have time after reflection to kind of talk as a board about these sketches and where we are leaning between these three sorts of general areas of of renovations. But I I'd be curious to know what the other members of the board feel about that if you if you agree that it would make sense to push that meeting to after our next board meeting on May 11th.
- M. Redmond: Are you looking for comment right now from Caroline and me or the committee?

- B. Sweeney: From from from everyone but I I am particularly interested in in your thoughts Mary and Caroline because you aren't able to be sort of part of those lengthier conversations about the sketches. Would would it make sense for us to have another board meeting at which talk about what vision we see having had these sketches brought to us before the long range planning committee meets again with Paul? That seems to me like the best use of his time cause I'm not really sure what we would—I think at this point he's now waiting on us, now that he's presented these sketches to us to get some direction from us about the scope of what we would envision, is my sense.
- C. Brancatella: Brian does the committee have a a sense of the direction that they want to head in? It—do you guys, I mean, there's more of you than there are of me and Mary. Do you have consensus within the committee regarding what direction you want to weigh in and and perhaps we can, you know, hear that and [audio cut out] it if if we think that's necessary.
- B. Sweeney: Yeah. We do not but we received these sketches on the—I believe it was the ninth of of April that we discussed—that we had this presentation committee and then I sent them to you and now we have this discussion tonight, so as a as a committee we have not yet discussed whether we have a consensus there, no. And I guess I guess that is the question that I'm bringing to you; is that something that you would like the long range planning individually, you know, separately to determine, because now that we've reached this sort of stage where a decision has to be made I don't know whether that's the something that should involve the entirety of the board or to be delegated to the committee.
- M. Redmond: Well let me give you my thought on that kind of general direction of where you're going. I mean first of all, I'm going to answer based on, I'm I'm putting our whole world situation aside. I'm not trying to rewrite this because of where we are and we all know the situation has changed in the last three months, okay. So my perspective is that I think that as a board we should go forward with a plan for how we may bring the the identified public requests into some sort of a plan, okay, how that moves forward is a separate issue but let's talk about how we would prioritize things. Part of my question to the committee is, does the committee have an idea, have you studied what the town patrons have asked for and prioritized it in your mind or are we going forward saying, here's a list of 25 things and we're trying to we're trying to fit everything in, because at one point I thought we were thinking of, we prioritize the top X number of things and ask Paul to do that. So I guess part of my question is is it a chicken and an egg question; is he—are we looking at the priority of what we want to do with the building first and then figuring out how it fits with his designs or is the design driving what we get in the [?] Or are we trying to do everything which which may be extremely costly?
- H. Narang: So so here's my thought—
- M. Redmond: My other thought just an aside in my opinion: I would like to I would like to think that we are thinking very seriously of utilizing the Borthwick property early on in the process rather than later. We bought that piece of property; I would I would hate to see that be one of the last phases of construction. That's just a personal opinion. So that's what I—at this point I am happy that we have so many board members on the committee that I think if I voice these general ideas I would be able to go along with the consensus that you guys come up with with the direction.

H. Narang: (1:35:34) Just a just a quick quick thought I think two additional pieces of information that we are we're somewhat waiting on, what Paul sent us so far I think is a very rough sketch. What he still owes us is a more refined version of those sketches and specifically the data that I'm looking for, and I think we're all looking for, is the the analysis of how much additional square footage, shelf space, meeting room space, office space, etc. we're gonna we're gonna gain with each one of those options, right? So that gives you a bit of a quantified way to start to make decisions about what is maybe worth doing and what is less valuable to do. I think then kind of in concert with that rider in parallel we can probably take the output of of the dot exercises that we had done with the with the public right and try to align out of all of the things that were identified as high priorities by the public, which of those are being addressed by the various versions right of the of the sketches, right? So I I think that's probably our next step. We're waiting on obviously the first item from Paul, and then I think once we've got that, Geoff I was hoping that you that you and I could maybe sit down and and start that process for aligning the dot inputs with the sketches that we've got in the updated data, and then I think we'll have something to put in front of the committee at least to say, here's the motions and how they stack up, right? And then we talk about it at a committee level and then bring it to the board as a whole.

G. Kirkpatrick: Sounds good.

H. Narang: [Unintelligible] getting that to us in a week or two then I think we can we can act as soon as he has something for us. [Unintelligible]

C. Brancatella: Harmeet that that that's very helpful I would [?] concur with Mary in that—is, you know, as the two board members who are not as part of the committee I think that we're both somewhat in line in that using the Borthwick property to the extent we can to meet those top priorities, I recall correctly I think meeting space was was a top priority. Please correct me if I was wrong, if I'm wrong, but the optics of having that property sit, you know, I don't think a lot of people know that we own it but close readers of of our minutes and such do. But it—that's a huge resource that is just sitting out there and if if the if the priorities and that property align I think that would be great. Just I thought the two non-committee members I think that that's our main thought going in and I think that we're happy to hear any other opinions that you may have as, you know, more involved numbers on that, but it sounds like we're in concert on that Mary.

M. Redmond: Good, thank you.

M. Walsh: And just to address Brian's original question, I would I would agree that that the committee meet after the next board meeting, the whole point being that the committee work works to have more of a concrete plan before it goes to the full board. And then to Mary's question, it it's my impression that Paul absolutely covered the priorities from patrons and the priorities from staff, that all all three of his sketches covered all of those priorities in the way that they could. You know, the most minimal, greater and then the the greatest plan, so that that was my impression. The only problem I have with continuing forward with the the sketches is that we really don't have an idea of how much any of this costs, and he suggested parceling out certain sections depending on cost. Well we can't really make decisions on what we want the final plan to be without without having some idea of of how much that would cost, how much we would put in front of the taxpayers.

M. Kissinger: Yeah I would agree with with Michelle on that, I think I think we need to know like this or even range of costs, you know, like to have to have a sense of that because, you know, I love the third option but it's a it's gonna be, you know, I need a range of how how how much it's gonna cost in some ways, so.

H. Narang: Yeah, absolutely.

M. Kissinger: Yeah.

M. Redmond: And remember that nothing on there did anything to address drainage.

M. Kissinger: Right.

M. Redmond: I mean that is not off the table yet, you know. So there's the building itself and then, I mean, drainage is a very high priority for us whether we need to spend a lot of money right now or whether these the minor changes that Kevin's staff has done is enough mitigation, and that's another factor. So I agree, yeah, we need to look at a lot of a lot of this, in addition to the world having changed and do we even use meeting rooms in the future so how would you use that—

M. Kissinger: Right.

M. Redmond: —space if we had it? So there's a lot of layering here. There's a lot of layering.

B. Sweeney: Yeah and and it's you it's a great point. One one thing that that concerns me, you know, I I I remember frequently along the this process Paul has talked about how the building we have is a very good building for the 1970s, you know, that in the 1970s this was state-of-the-art. And one thing that I'm very concerned not to do is build a building that's a very good '20s building, you know, that forty, fifty years from now it's gonna look super dated and so on, and Mary what you're saying is a big—that's a big question there, right? “Oh wow, this is this is clearly an a 2020 building with all these meeting spaces, nobody does meetings anymore.” Where's that crystal ball and what do we do because when we don't have a crystal ball? I think it's a challenge.

G. Kirkpatrick: It is a challenge and I think one of the most important things that we try not to do, and we will fail probably in some ways, is to commit to making the space as flexible as possible and I think that's, you know, that that those thick stacks that are in the nonfiction section and go up through the mezzanine the exact opposite of having flexible meeting space, whereas if you have a meeting room in the end, that space is usable if you have a need for space. That space is usable if there aren't meetings, then the that space is usable as something going forward, so.

M. Kissinger: I I need to cut in a second; I need to excuse myself for a work call so I apologize, okay?

M. Redmond: Okay, thanks Mark.

M. Kissinger: Sure.

B. Sweeney: One one other thing I'll just say Mary is, I I don't remember if Paul covered it today or not, but I I think all three of the sketches did address the specific issue of drainage on the plaza because they enclose it or partially cover it.

M. Redmond: Oh, okay. Alright. Good point.

B. Sweeney: —thereby protecting it from the weather. But you but your your point is well-taken about those, you know, the remaining green space where that may be that may remain a concern.

L. Scoons: Just wanted to jump in and say I feel like it would be useful for the committee to have a meeting perhaps that doesn't include Paul [*G. Kirkpatrick nods and acknowledges*] so that we can have more direct honest conversations about some of the things we want to ask him and make sure that we get, you know, some direct

clear answers on, you know, not not to waste our time, but I think that could be more productive than having a meeting and, you know, maybe kind of not getting the answers at the meeting with him, so.

H. Narang: Yeah, I would agree, I think that's a good idea.

G. Kirkpatrick: Okay so does anybody have a an idea with that is that something you'd like me to try to set up before the next board meeting? Does that sound—

H. Narang: Yeah. If we could get something together in the next in a week or two [unintelligible]

G. Kirkpatrick: [?] All right, I will. I I will put out a—Harmeet I'll talk to you.

H. Narang: Yep.

G. Kirkpatrick: Okay.

B. Sweeney: And I think that's it for me. Harmeet?

H. Narang: No, I'm looking forward to it, thank you very much I think we're in good shape.

B. Sweeney: Great. Thank you Harmeet.

M. Redmond: Thank you you guys are doing a great job I appreciate it.

B. Sweeney: Thank you Mary.

M. Redmond: Okay, Geoff, the HVAC update.

G. Kirkpatrick: Okay so here's some great news! So we have applied for a final final closure of the HVAC project. We are getting very close to where we will have a board meeting were we won't be discussing HVAC at all.

M. Redmond: —I don't want to see tears I don't want anybody getting upset and crying about this [unintelligible]

G. Kirkpatrick: So many people weeping. I did tell the staff that in the last month I haven't had one complaint about the HVAC system from a member of the public or from a member of the staff so I said it's working perfectly therefore we're closing the project. So. I'm happy that we are carrying that football over; I do not have the final accounting of that; there looks to be an appreciable amount of money that will be coming back that we had on deposit with DASNY and that money will be coming back to us as this project concludes but there's always the pennies that have to get counted as this gets put together. So as soon as that's out I will put that back in front of you but you know I'm looking forward to have that having that project closed out.

M. Redmond: (1:44:55) And I will just add to that that I know how much everybody looks—likes looking at graphs, and Robert and Catherine put a put a graph in the package or two graphs in the package. I would particularly like you to take a look at the electric graph—I believe it's electric not gas—but what it shows you is over the last like four years, from before we started the project, to the year we were doing the project, to the year when people were freezing in all the rooms, to our to our period of modifications with the help of our construction manager, you can see what happened with the electric costs, you can see the year where everything spiked and went way up and then you can start to see how those costs have gone down once we started applying modifications and moving things forward. It it that graph shows a lot. It shows before, during, and after and I'd like to see us continue to look at it because we are now seeing the modifications in place and the tweaks that—small things that are still being done but I think that the work that we have had had done in the last year has brought things around and got us gotten us on the right track with that project. So I want to thank Geoff for that; he's he's borne the brunt of that.

- G. Kirkpatrick: Well thank you and I did want to say going forward my intention is and and thanks to Catherine and Catherine was working with Robert to get that to get that in there and I think what I'm hearing is that the graph is preferable to the board members. Would you like to see my tabular report continue as it has for since before I was director? Would you like to see me continue to put that in the packet or would you like to switch over to the graphical the graphical report, or both?
- H. Narang: [Unintelligible]
- M. Redmond: I don't think anyone looks at it but me so I would be very happy with the graph.
- H. Narang: I [?] the graphical representation, the only piece of data that's on the table that's not in the graph right now is what we're paying.
- G. Kirkpatrick: Yep.
- H. Narang: [?] per kilowatt hour and that that's useful as well.
- G. Kirkpatrick: Okay so if we had that somehow contained on the graph—
- H. Narang: Yeah. That that would be perfect.
- G. Kirkpatrick: Then then you could go all graph? Okay good.
- R. Khalife: There's a graph for that we just did not include it in this month's package. There's a graph for everything.
- H. Narang: I'm sure.
- R. Khalife: We'll add it.
- C. Stollar-Peters: Those exist in tableau, so. With Eric. They're there, they're very easy to capture.
- M. Redmond: Thank you.
- G. Kirkpatrick: [Unintelligible]
- M. Redmond: Okay, the only other thing that I wanted to bring up, Geoff and I were talking about upcoming meetings and we started talking a little bit about the June meeting when we typically review all of our standard contracts for services, you know, do we still want to use these bankers or these attorneys or or whoever, and I did—Robert and I had some e-mails back and forth and I think Robert is going to try to focus again on the investment policy, to see if we can move forward getting our contracts and agreements wrapped up and in place going forward, so we just kind of closed the loop on all of that. We've been—a lot of work in putting on it the last year so I think we're in the homestretch. So hopefully we'll be seeing something on that soon. Anything else Robert?
- R. Khalife: No. TD is taking good care of us right now so there is no—surprisingly they're giving us a very good interest rate, so we'll finish the contracts but I don't see us in the short term moving the money around unless things change dramatically.
- M. Redmond: Absolutely. Absolutely. I would just like to bring closure to this this process [*R. Khalife nods and acknowledges*] so when things change, if they change quickly, we will be situated to just, you know, move forward with something we've already put in place. That's my only request, and absolutely, I think I think we are very lucky, I agree with you that TD is still treating us well, so.
- R. Khalife: Yep.
- G. Kirkpatrick: I—
- M. Redmond: Go ahead, Geoff.

G. Kirkpatrick: —one more thing I'd like to discuss if that's okay, I'll I'll get you out of here, it is my intention after discussions with the town and with the school district, it is the intention of both of those organizations to have some outdoor grounds people come back to work and begin and beginning to work the—and so I—it is also my intention. Kevin who is the head of Buildings and Grounds is at the library daily now inside the building and it is my intention to begin the process of having some of the outdoor some of the staff come back and work in only an outdoor capacity in a separated way. Extremely safe, social distancing, but, you know, we're getting to the season where we could be doing a lot of work outside of the building that is solitary work and I don't believe that that's a risk to their health. So it's my intention to move forward with that. But I wanted to have a discussion here if anybody has concerns about that, I just wanted to make sure that you had a a forum to do that
R. Khalife: They have to wear masks, don't they?

(1:50:03)

G. Kirkpatrick: Depends on their social distance, right? If they're if they're out in a way that's—yeah, we will absolutely comply with every executive order and all of the guidance that we have on on that.

M. Redmond: That sounds good to me. I have one other point I wanted to mention quickly, don't shoot me, I just wanted to add to what Geoff said about the HVAC project closeout. We are expecting something in the range of sixteen thousand dollars back from DASNY on our fee so we are getting a check back at the end. We weren't quite sure what it would be, so we are getting money back, so that's good.

G. Kirkpatrick: Yep.

M. Redmond: Okay, any other old business, new business, anything anybody wants to talk about before we adjourn?

H. Narang: Geoff, one question—

B. Sweeney: I do have one—oh, sorry Harmeet.

H. Narang: Yes, it's just as far as the budget for this year goes—

G. Kirkpatrick: Yes.

H. Narang: Right. Are you starting to get a sense of how we're gonna want to move our existing funds around for the rest of this this fiscal year? [unintelligible]

G. Kirkpatrick: The the fiscal year that we're in right now?

H. Narang: Yeah we moved a bunch of money into the Overdrive account

G. Kirkpatrick: Yes.

H. Narang: [unintelligible] we should be planning on

G. Kirkpatrick: Yes we are we are I'll be honest we are plowing money into Overdrive right now to try to meet that demand, and I know it's working because even with a 30% increase in use of that collection we have actually managed to bring down the average wait time by a day or two, which doesn't sound like much when we're talking about 33 days, but moving that number a day or two means a a significant amount of resources, and those physical books are on hold. A lot of the books that we had on order we stopped shipping, they stopped shipping to us, we stopped receiving shipping, we turned off all of our orders, so there will be a gap in there where some of that some of those resources will have been redirected to electronic. But it is my intention to try as best as we can to to by the end of the year not actually have net shifted all that much from physical collections to to to electronic collection. So that's that's my main focus right now is is making sure that the selectors are buying an

appropriate amount to fill demand for the for the electronic books. You know and I mean ebooks and downloadable audio and in other electronic formats as well. It's actually the nice part about Kanopy and Hoopla is that there's not—we don't purchase those. They're—a per use fee is associated with those, so the public basically tells us what they want us to buy because we have to pay for each time now. The negative of that is we don't get an economy of scale, right? So every time someone watches the Great Courses on Kanopy, it's the same amount. We never we don't it's like buying it on DVD and then we can lend it out. So in that way the model is not great but it does allow everybody who wants to watch a certain movie to watch it at the same time. So we're trying to—I think we have two different models going on and I think that allows us to get a lot of materials that we didn't have out in the hands of people who need them. So that's that's my main shift right now and it's almost sort of by accident that there will be probably by the end of the year a net shift from physical collections to electronic collections, just because we haven't been able to order. Though the librarians are continuing to put those orders together, we've just had them on hold, not submitted them, because our vendors haven't been able to ship them to us, and we were in place for many weeks until Kevin actually came back into the building, we weren't in a position to be able to accept any deliveries, so. Does that answer your question?

H. Narang: Yeah it does. I I guess maybe it'll be another month or two before we get a sense of just how much our other budgeting has been thrown right askew, right? Our electricity bills, our gas bills etc right are all gonna be massively different than we expected, right?

G. Kirkpatrick: Yeah.

H. Narang: [Unintelligible]

G. Kirkpatrick: Well there will be additional expenses for, you know, there's some—if we could get cleaning supplies and face masks—and they're all relatively minor— but we, you know, we have some computers on order to try to make sure that everybody can work them home appropriately, so there are some some additional expenses related to this that we did not anticipate.

H. Narang: Gotcha. Okay.

B. Sweeney: And I just wondered if there was an update a brief update on contract negotiations in the age of Corona?

G. Kirkpatrick: Nope.

C. Brancatella: Geoff I have no memory of whether I replied to your email—

G. Kirkpatrick: I did not see a reply yet, no. So.

C. Brancatella: But I'm available generally in the evenings unless, you know. Lines are kind of blurred right now so it's not impossible to have a 7:00 p.m. conference call—

G. Kirkpatrick: It's not—yeah—

C. Brancatella: —but if we if we schedule and—evenings, evenings work.

G. Kirkpatrick: Okay. Very good. So then I will set up a quick meeting with Lisa and Caroline to get that kicked off so that we can get that process started on our on our end. Restarted, get that process restarted on our end cause the last time—

C. Brancatella: My apologies for my tardiness, like I said, things blur.

G. Kirkpatrick: Not a problem.

B. Sweeney: I I didn't mean to I was just wondering if it had been affected by this move to remote if you felt that that was gonna cause any difficulty or if it's just gonna be pretty seamless being conducted via Zoom or whatever?
(1:55:13)

G. Kirkpatrick: I don't know how those meetings will be conducted. I think that's that's going to be an issue of negotiation, I'm imagining [*B. Sweeney acknowledges*] they will, you know, even as we get into June they will be conducted like this, and I know that the CSEA which represents our our union is a part of that, has had to have a lot of attention focused on establishing a lot of workplace memos of agreement to be able to enable everything that has had to happen in in this period. So everybody is experiencing extreme disruption, so it's not a surprise that this kind of got put on hold—

B. Sweeney: Sure.

G. Kirkpatrick: —but we will get back to it and and we will, you know, get those negotiations restarted.

B. Sweeney: Great, thanks for the update.

G. Kirkpatrick: You bet.

M. Redmond: Anything else to discuss before we adjourn? Okay, motion to adjourn?

B. Sweeney: So moved.

M. Redmond: I need a second.

M. Walsh: Second.

M. Redmond: All in favor? Opposed? No. Thank you all, it's good to see everybody even in this format.