**Willington Public Library**

**Board of Directors Meeting Minutes**

 **Friday, April 24, 2020**

1. **Call to Order- Meeting has held online per COVID- 19 requirements.**

**Present- Cari Donaldson, Elena Testa, Joy Wrona, Clevell Roseboro, Kathy Ryan, Karenann Caldwell and Erika Wiecenski- selectwoman along with others present online.**

1. **Director’s Report**

**Clevell talked about the library internet services, specifically the speed and slow performance. He discussed the updating of the network.**

**The library is a non-essential workplace so staff have been told to remain at home and the library is closed until further notice.**

**The HVAC unit #3 has now been repaired using the Capital Expenditure account.**

**A new drain unit and drain door cylinder have been installed using the Capital Expenditure account.**

**The Fire Inspection Citations have been passed per the fire Marshal using the Capital Expenditures Insurance Claim account.**

**Clevell has met with Principal Phil Stevens in regards to acquiring and using a hoopla account jointly with the schools.**

**The carpets have been cleaned using the Capital Expenditure FEMA account.**

**Clevell plans to create a library task force to better help the community. He plans to update the Library’s Mission statement, the Library’s Bylaws Manual, the Library’s Employee handbook. Once received, the Library Board will review and approval.**

1. **Discussion and vote: Revised Budget FY 2020- 2021**
2. **Meeting adjourned.**

Respectfully Submitted,

Joy Wrona
(Acting Secretary)