

East Norwalk Association Library Board  
Meeting Minutes-Via Zoom  
October 15, 2020

**In Attendance:** Sarah Mann, Minnieola Davis, Janet McRae Knight, Roberta Bauchner, Beth Sigelbaum

**Staff:** None

**Public:** None

**President's Report:** Sarah called the meeting to order at 7:08 p.m.

**MSP** the February 18, 2020 Meeting Minutes with one abstention

**Treasurer's Report:** We are currently searching for a new Treasurer as Kathy Cray has resigned from the Board.

**Director's Report:** The kitchen has finally been finished, the hall floor is scheduled to be stripped and waxed and a microwave will be purchased.

Two new groups will be meeting in the hall and there is a new Sunday morning bible study group. Sylvia gave them a deep discount for a six month term. They will be required to adhere to all Covid restrictions.

The school lunch program has asked to continue distributing food in the Library parking lot until the end of the school year. Sylvia informed the NPS of the request and is awaiting a response.

Sylvia is working on the PPP Forgiveness application for the \$21,000.

She is also working on the reimbursement application for the redevelopment grant which is approximately \$6000 of \$7900.

With the kitchen reimbursement, we should get \$3500 towards the budget.

Sylvia is working on a letter for a corporate campaign and is researching other grants.

Several outdoor programs have taken place with a socially distanced audience. Sylvia noted that trust is an important part of doing these program allowing participants to rest assured that all CDC guidelines are being followed.

Due to the Cares Act, unemployment rules have become very lax. If a past employee files for unemployment and is eligible to receive it, the Library must reimbursement the Department of Labor for those monies. Sylvia thinks it would be wise for the Library to budget payroll taxes starting in January.

Our Employment Practices Liability Insurance has been renewed.

**MSP** The Director's Report

**New Business:** A discussion was held about having our Board meetings in the downstairs hall.

We need to ask Sylvia if there is a surcharge for cleaning the hall after it has been rented and who is responsible for cleaning it.