MINUTES OF THE SPECIAL EMERGENCY MEETING OF THE POPLAR CREEK PUBLIC LIBRARY DISTRICT
Monday March 16, 2020
10:00 a.m.
Mercedes A. McGowan Board Room

1. Call to Order-President McCreary called the meeting to order at 10:00 a.m.

2. Roll Call-Trustee Bailey, Hulke, Kennedy, Khan and President McCreary
Absent-Trustee Harry and Jordan
Also Present-Executive Director Debra Stombres, Deputy Director Ron Pauli, Deputy Director Kris Kenney, Business Manager Sue Haisan and Administrative Assistant Deborah Muscarello.
Staff-Mary Hauserman, Tony Velasquez, Steven Zanfardino, Bill Slayton, Brian Ormond, Laurie Brown, Paulette Harding, Jill Berrill, Lynn Donahue, Peggy Maiken, Cassidy Fontana and Hannah Sloan.

3. Public Comment-None

4. Trustee Kennedy moved and Trustee Khan seconded a motion to request the Board to approve the Pandemic Policy as amended.

Roll Call	Ayes	Bailey, Hulke, Kennedy, Khan and President McCreary
	Nays	
	Absent	Harry and Jordan

Motion Carried

Trustee Kennedy proposed an amendment to pay ALL employees

Discussion on implementation:

- Will be closed until April 6th based on the CDC recommendations/guidelines
- Pay staff while closed
- Call in managerial staff as needed
- Communicate with the staff through the portal
- FMLA employees were discussed
- The management staff will discuss the book drops
- The cleaning crew will be asked to extend beyond their normal and sanitize
- Payroll will be processed
- Bills are and will be paid
- Access to Teledoc
- Debra Stombres and Sue Haisan are available to come in if needed for payroll and bills

The Board also discussed Chiller Bids and unanimously agreed on Endberg Anderson's recommendation of F.E. Morgan low bid of $193,000.

Trustee Kennedy moved and Trustee Hulke seconded a motion to approve the Chiller Bid from F.E. Morgan not to exceed $193,000.

Roll Call	Ayes	Bailey, Hulke, Kennedy, Khan and President McCreary
	Nays	
	Absent	Harry and Jordan

Motion Carried

5. Trustee Hulke moved and Trustee Bailey seconded a motion to adjourn to the next Board Meeting to be determined.
Voice Vote Unanimous

Adjourned at 10:28 a.m.

Deborah Muscarello
Administrative Assistant