

**Minutes of the Meeting of the Board of Trustees of the Scarsdale Public Library
June 8, 2020, Via Zoom Conference**

A meeting of the Board of Trustees of the Scarsdale Public Library was held on June 8, 2020 via Zoom conference as per executive order of the NYS Governor's office, responding to COVID-19 social distancing regulations.

The following participants were in attendance: Margot Milberg, President; Felicia Block, Vice President; Gary Katz, Financial Officer; Laura Liu, Secretary; Elyse Klayman, Trustee; Deb Morel, Trustee; Svati Shashank, Trustee; Alan Bey, Trustee; Jordan Copeland, Trustee; Beth Bermel, Library Director; Shira Ronis Barkoe, Asst. Director; Rochelle Waldman, Village Trustee Liaison; Mona Longman, Board of FOSL representative.

The meeting was called to order at 7:30pm.

Approval of Minutes of the May 11 Meeting: No changes were indicated and a motion was made by Alan Bey and seconded by Felicia Block to approve the May meeting minutes, which were unanimously approved.

Policy Committee Report: Shira reported that the Policy Committee had worked diligently over the past few months, reviewing existing policies, consulting peer libraries' policies, and holding extensive discussions. The Committee drafted and revised a set of ten updated policies for the Board's review prior to this meeting.

Circulation Policy — ACTION ITEM

The Board carefully considered the issue of check-out limits. Check-out limits might provide more fairness for high-demand materials, e.g. titles requested for school projects during certain peak times. On the other hand, limits could disappoint patrons, especially enthusiastic young readers. Plus, it would be impossible to enforce because patrons could do self-checkout. The Board decided not to impose specific limits in the policy. Instead, the policy would have a disclaimer clause indicating that the Library reserves the rights to impose temporary limits based on demand.

A motion was made by Deb Morel and seconded by Svati Shashank to approve the Circulation Policy with the proposed changes, which was approved unanimously.

Code of Conduct — ACTION ITEM.

The Board discussed specific rules regarding cell phone usage and viewing of offensive contents. A motion was made by Alan Bey and seconded by Jordan Copeland to approve the Code of Conduct with the proposed changes, which was approved unanimously.

Materials Selection Policy — ACTION ITEM

A motion was made by Felicia Block and seconded by Elyse Klayman to approve the Materials Selection Policy, which was unanimously approved.

Reconsideration of Library Materials Policy — ACTION ITEM

A motion was made by Gary Katz and seconded by Alan Bey to approve the Reconsideration of Library Materials Policy, which was unanimously approved.

Gift Policy — ACTION ITEM

A motion was made by Gary Katz and seconded by Svati Shashank to approve the Gift Policy, which was unanimously approved.

Tutoring Policy — ACTION ITEM

Because the Tutoring Policy involved a few unnamed/TBD spaces in the new building, the Board decided to postpone the discussion on this policy to a future meeting.

Unattended Children Policy — ACTION ITEM

The Board made a minor edit regarding supervision of children by parents/caregivers at all times. A motion was made by Felicia Block and seconded by Jordan Copeland to approve the Unattended Children Policy with the proposed changes, which was approved unanimously.

Internet Use Policy — ACTION ITEM

The Board proposed changes to RULES GOVERNING USE OF LIBRARY EQUIPMENT OR WIFI section 5: (c) regarding commercial usage of library resources; and to SECURITY AND PRIVACY Section 4 regarding saved data on the Library's computers.

A motion was made by Deb Morel and seconded by Jordan Copeland to approve the Internet Use Policy with the proposed changes, which was approved unanimously.

Wireless Internet Access Policy — ACTION ITEM

A motion was made by Alan Bey and seconded by Gary Katz to approve the Wireless Internet Access Policy, which was unanimously approved.

Public Participation Policy — ACTION ITEM

A motion was made by Felicia Block and seconded by Alan Bey to approve the Public Participation Policy, which was unanimously approved.

Transfer of \$133,000 from the Library Fund Balance to the Library Capital Project Account for change orders — ACTION ITEM

A motion was made by Alan Bey and seconded by Deb Morel to approve the fund transfer, which was unanimously approved.

Margot adjourned the meeting at 8:20pm.

Respectfully Submitted by Laura Liu, Board Secretary