

Library Trustees Meeting, July 02, 2020.

**The Trenton Free Public Library Board of Trustees**  
**Main Branch, 120 Academy Street, Trenton, NJ 08608**  
**July 2, 2020 at 6:00pm**  
**[Emergency Reopening Meeting via Zoom]**

**Trustees:** Deniece Johnson (President), Elizabeth Yull (Treasurer), Rick Kavin (Recording Secretary), Lavern Rice, Crystal Smith, and Patricia Smith

**City Council Liaison:** Robin M. Vaughn (Not Present)

**Staff:** Rebecca FrancoMartin, Director and Shanna Leggett, Administrative Assistant

1. **Call to Order** -Deniece Johnson, Board President called the meeting to order at 6:09 pm
2. **Announcement of compliance with the Open Public Meetings Law**-  
Announced by Director Rebecca FrancoMartin
3. **Roll call for Quorum:** Deniece Johnson, Elizabeth Yull, Patricia Smith, Rick Kavin, and Lavern Rice
4. **Agenda Approval**
  - Elizabeth Yull made the motion to approve the agenda
  - Lavern Rice seconded the approval of agenda
  - **Motion passes 5-0**
5. **Old Business** -Library reopening Tuesday (7/7) puts us in Phase 4 of the reopening plan
6. **New Business** -Library Phase 4
  - 25% capacity (~100 people total, including staff)
  - Curbside pickup
  - Limited indoor services (mostly in Community Garden)
  - Patrons are encouraged to limit time and contact
  - Pandemic Library Services Policy
    - Updated health & safety rules and regulations, procedures, etc.
    - New policies will supersede previously circulated policies
  - All guidelines on face coverings, social distancing, and other mitigation measures from the Governor's Office and other State agencies must be followed
  - Computer Use
    - Reservations must be made
    - Time limit reduced from three hours to one-hour (unless there is no wait) changes to policy guidelines
    - Laptops for patrons to check out within Library program will allow patrons to check out laptops for home use is in development stage. (depending on number of laptops available) check out terms will be one week.

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- Maintenance to open computer lab (if necessary, for overflow) with social distancing measures
  - Printing/copying/etc.
    - Patrons call ahead to schedule service and pick-up
  - Community Garden Policy
    - Masks must still be worn unless eating
  - Motion to Approve Policies
    - Rick Kavin made the motion approve updated policies
    - Elizabeth Yull seconds the motion
    - **Motion passes 5-0**
7. **Announcements-** Board members will attend in person in “Community Room A,” while members of the public may attend via Zoom
8. **Date of Next Meeting:**
- The next regularly scheduled Board of Trustees meetings is Thursday, July 9, 2020, beginning at 6:00pm
9. **Adjournment** -Meeting adjourned at 6:29pm

Respectfully Submitted.

Rick Kavin

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