

Fallsburg Library Trustee Special Meeting  
November 4, 2019

Attendance:

Laurie Burke-Deutsch, President	Present
Ronnie Cohen, Financial Officer	Present
Sonny Smith, Vice President	Present
Sonia Ward, Trustee	Absent – Excused
Judith Merone, Trustee	Present
David Lawrence, Board Secretary	Present
Renee Kates, Trustee	Absent – Excused
Kelly Wells, Director	Present

Meeting Commenced at 5:21pm.

Discussion ensued regarding various models of time clocks that Board member Cohen had found. Board consensus that they would prefer to stay away from any time clocks that required a monthly fee, but they would like one that calculates hours worked based on punches. Need a time clock that will allow for multiple punches/day, has a battery back-up, and would prefer one that requires a badge as opposed to biometric or traditional punch cards. Director Wells will look into the time clocks found by Board member Cohen more in-depth to find one that will meet all requirements.

Board President Burke-Deutsch will contact the Library's attorney to see if there are any legalities that we need to be aware of before implementing time clocks. A policy will have to be written and approved about the usage of the time clocks.

Discussion ensued regarding security cameras and placements. Want to be sure we can see full children's room, a general overview of the main floor, and both doorways. Determined we'll likely need 8 cameras. Copies of wireless system found by Board member Merone were distributed. Board liked the system and discussed purchasing portable hard drive to save copies of videos on to for more long term than what the system will likely allow us to use.

Board President Burke-Deutsch will contact the Library's attorney about what legal steps we will have to take before putting in a system and to ensure that we can legally go with this specific system. Director Wells will contact John Hurley at RCLS to make sure we have all the technical capabilities that we'll need to run the system and do business as usual.

Board member Cohen discussed the 2 CDs due to mature on 11/7/2019. Catskill Hudson is offering the best rate she found for 1.65% for 12 months. Board consensus that that sounded reasonable to proceed with.

Board member Cohen moved and Board member Smith seconded a motion to enter into executive session at 6:22pm to discuss personnel matters regarding the employment history of a particular individual. All in favor.

Board member Merone moved and Board member Lawrence seconded a motion to exit executive session at 6:38pm

Board member Cohen moved and Board member Smith seconded a motion to adjourn at 6:39pm.

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- Pledge
- Time Clock Discussion/Presentation
- Security Camera Discussion/Presentation
- Adjournment <sup>o CD Discussion</sup>