

**Hamilton Township Public Library Board of Trustees
Minutes of the Emergency Meeting held July 8, 2020 at
3:00 PM**

The Board meeting was held by use of a remote phone connection system. For approval of all considerations, votes were taken by voice of each Board member.

Members Present: Mr. Santamaria, Ms. DeAngelo, Mr. Kovacs, Mr. Atkin, Mr. Gedeika, Ms. Rogers, Ms. Bradley, Ms. Muziani, and Library Director, Mr. Chianese

Absent: none

Public Comment: The Board welcomed Hamilton Police Sergeant, Kristin Seitz (Director of Safety Town). Sergeant Seitz informed the Board of the proposed procedures for Safety Town:

- *maximum 28 children per session
- *children will meet at Safety Town
- *temperatures for virus will be taken of all children
- *children will only be permitted in library to seek shelter when the weather changes and they must wear masks.
- *4 counselors, accompanying the children, must also wear masks.
- *children will use Library restrooms, which are outside rooms 1 & 2 on individual basis. They will be escorted and restrooms will be cleaned after use.
- *Children will be prepared to bring umbrellas and will be escorted to meet parents outside of library on one on one basis.

A motion was made to review the entire list and approve each item proposed to allow the Hamilton Police to use the Library for Safety Town to be included in Resolution Number 20-009. Mr. Kovacs approved the motion, seconded by Ms. Rogers. The motion was approved by all members present.

New Business: The following topics in Resolution Number 20-008, Amendment to Policies due to COVID-19 emergency, were discussed, approved and recommended to the library Director to place in affect after the Library is fully operational.

Chapter IV Borrowing Materials, Basic Guidelines:

Section 5, Returning Materials

Motion was made to continue drop off at curbside accepting library returns and the language will remain the same. Motion passed.

Section 8, Contactless Curbside Service

Motion was made there would be no change, at this time, in the language. Motion passed.

Chapter VIII Fax Service

There would be no change, at this time, in the language.

Chapter IX Posters and Displays

There would be no change, at this time, in the language.

Chapter X Meeting Room

Motion was made that all meeting room use reservations are suspended during the Covid-19 Emergency. Only exception is the Hamilton Police use for Safety Town during inclement weather. Motion passed.

Chapter XI Gifts and Donations

There will be no book sales or donations. Remains the same

Chapter XVII, Notary Services

Remains the same, no changes

Meeting adjourned 4:35 p.m.