

NORTHVILLE DISTRICT LIBRARY BOARD OF TRUSTEES

Special Meeting Minutes

Thursday, Nov. 12, 2020 – 11:00 a.m.

Video Conference Meeting-Online

1. **Call to Order:** Chairperson Alan Somershoe called the Special Meeting to order at 11:00 a.m.
  - 1.1. **Present:** Trustees Carol Doyle, Robert Sochacki, Alan Somershoe, Deborah Stanifer, Thomas Thompson and Nick Vlisides. Also present: Laura Mancini, Library Director; Carla Eggert, Administrative Assistant; Wendy Mutch, Head of Adult Service; and Michael McEvoy, Technology Coordinator. Absent: Trustee Joe Corriveau,
  - 1.2. **Review of Online Meeting Protocols:** Laura Mancini reminded the Board of the meeting protocols required for online public meetings. Meeting participants should state their name before speaking and voting will be conducted by roll call.
  - 1.3. **Approval of the Agenda:** **MOTION:** Robert Sochacki made a motion to approve the agenda as amended. Deborah Stanifer seconded the motion. Motion passed by unanimous roll call vote.
  - 1.4. **Citizen Comments:** None.
2. **Committee Reports:**
  - 2.1. **Facilities Committee: Contract for Roof Replacement:** Alan Somershoe advised that the contract with Butcher and Butcher for the replacement of the roof in the amount of \$165,400 has been prepared and reviewed by the library attorney. **MOTION:** Robert Sochacki made a motion to approve the contract with Butcher and Butcher for replacement of the roof as submitted. Nick Vlisides seconded the motion. Motion passed by unanimous roll call vote.
3. **Announcements and Comments:**
  - 3.1. **Covid Update:** Laura Mancini reported that a library employee was notified that she had been exposed to Covid this past weekend. The employee worked in the Library on Monday prior to being notified of the exposure. She is quarantining at home for 14 days. She had a Covid test today and is not currently showing symptoms. Three other staff members who were in close contact with her are also quarantining at home pending her test results. Laura advised the Board that if the staff member test positive for the virus the Library will have to close for disinfecting and the Wayne County Health Department will work with Laura on the process for reopening. She also advised the Board of several local libraries that have stepped back service to curbside only due to the increasing number of cases in their communities. The Northville community has not seen an elevated number of cases at this time, but if that occurs the Board may want to consider a step back in service level.
  - 3.2. The next Finance Committee Meeting is scheduled for Tuesday, November 17, 2020 at 1:00 p.m. online via Go to Meeting.
  - 3.3. The next Board Meeting will be on Thursday, November 19, 2020 at 1:00 p.m. online via Go to Meeting.
4. **Adjourn Regular Meeting:** **MOTION:** Robert Sochacki made a motion to adjourn the Special Board Meeting. Deborah Stanifer seconded the motion. Motion passed. The meeting was adjourned at 11:27 a.m.

Respectfully Submitted,  
Robert Sochacki, Secretary  
11/13/20

