



**Meeting of the Board of Trustees  
Rundel Memorial Building, Board Room  
March 16, 2020  
Minutes**

**This Meeting was held under the NYS Governor's Executive Order No. 202.1: Continuing Temporary Suspension and Modification of Laws Relating to the Disaster Emergency**

**This meeting was not closed to the public; however, a quorum was achieved via virtual attendance to the meeting by trustees.**

**Trustees Present:** **In-person:** G. Brandt, L. Giess, M. Shelly,  
**Virtual Attendance:** C. Corcoran, R. DeGuzman, P. Knapp, A. Moffitt, S. Stockman,  
M. Thompson, W. Yust (quorum present)

**Trustees Excused:** J. Lovenheim

**Staff and Guests:** County law liaison D. Crumb; FFRPL liaison N. Davis; staff members B. Harrison,  
P. Uttaro, D. Mansour

**Call to Order**

Ms. Shelly called the meeting to order at 12:16 pm and confirmed that a quorum was present.

**Meeting Minutes**

A MOTION WAS MADE BY Mr. Brandt AND SECONDED BY Ms. Giess to approve the minutes of the meeting on February 19, 2020, with one correction to correct which trustees made motions to adjourn the meeting. THE MOTION PASSED UNANIMOUSLY.

**Claims**

Ms. Harrison offered to answer questions. A MOTION WAS MADE BY Ms. Giess AND SECONDED BY Mr. Brandt to approve the claims as presented. THE MOTION PASSED UNANIMOUSLY.

**Approval of Telecommunication Contract for E-Rate Funding**

Ms. Harrison offered to answer questions. A MOTION WAS MADE BY Dr. Knapp AND SECONDED BY Mr. Yust to approve an agreement for digital transmission services with Crown Castle Fiber LLC for the services described for the period July 1, 2020, to June 30, 2023. THE MOTION PASSED UNANIMOUSLY.

**Approval of Telecommunication Contract for E-Rate Funding**

Ms. Harrison offered to answer questions. A MOTION WAS MADE BY Dr. Knapp AND SECONDED BY Mr. Yust to approve an agreement for internet services with Crown Castle Fiber LLC for the services described for the period July 1, 2020, to June 30, 2023. THE MOTION PASSED UNANIMOUSLY.

**COVID-19 Update**

All staff reports were suspended until the next meeting due to the need for staff to continue working on the emergency response to the COVID-19 state-of-emergency. Ms. Uttaro reported that the Central Library and all branches will be closing to the public as of 5:00 p.m. on Monday, March 16, 2020. She will update trustees via email with additional information as it becomes available.

**Adjournment**

A MOTION WAS MADE BY Mr. Yust AND SECONDED BY Dr. Knapp to adjourn the meeting. THE MOTION PASSED UNANIMOUSLY, and the meeting was adjourned at 12:30 pm

Respectfully submitted,  
Patricia Uttaro, Secretary