### A. Action Items

1. **Approval of Minutes: April 7th, 2020**
   
   Motion to approve (with correct spelling of Rebekkah’s name) by Cook, second by Dempsey; passed unanimously.

2. **2021 Tentative Member Assessment Table**
   
   Recommendation: The SSAC recommends approving the 2021 Tentative Member Assessment Table
   
   Motion by Dempsey, second by Dragon; passed unanimously.

3. **Transfer of Funds from the Members Capital Fund to MHLS Operating Fund**
   
   Recommendation: The SSAC recommends reallocating the identified $65,000 to MHLS operations to help managed the predicted cuts and cash flow issues.
   
   Motion by Dempsey, second by Dragon; passed unanimously.

4. **2021 Estimate of E-Resources: Digital Content, Databases, Catalog Enhancement Cost Shares**
Recommendation: The CL/CD Advisory Committee recommends approving the “2021 Estimate of E-Resources” Digital Content, Databases, Catalog Enhancement Cost Shares”
Motion by De Bellis, second by Fortier; passed unanimously.

5. ILS Road Map 2.0
Recommendation: The SSAC endorses the development group’s findings and recommends the adoption of an ILS Road Map 2.0 that prioritizes the implementation of: 1. Serials; 2. ILL; 3. Material Booking; 4. Patron Images; 5. Encore Harvesting
Motion by Dempsey, second by Benson; passed unanimously

6. Fines, Fees, and Replacement Costs Policy
Recommendation: RSAC recommends the following language update to fines and fees:
Fines, Fees & Replacement Costs (Payments) Payment is forwarded to the charging library if any the following is true:
A. Fines
   • If $25 or more in fines is paid in a single transaction and is owed to any one library.
   • Libraries shall not waive fines on items checked out at other libraries. The right to waive fines is reserved for the charging library.
B. Fees / Manual Charges
   • Shall be forwarded to the charging library regardless of the amount. (Some examples include: fax fees, copy fees, fee for missing barcode, fee for missing case)
   • Collection Agency Fees must be paid in full--no partial payments.
Motion by Gaskell, second by Schoep; 1 nay, 1 abstention, motion passed

B. New/Proposed Business & Information – none

C. Reports
   1. Advisory Committee Reports
      a. System Services Advisory Committee
         The consideration of member libraries giving back LLSA funds to MHLS for FY2021 was discussed.
      b. Resource Sharing Advisory Committee
         Buck reviewed the written report.
      c. Central Library/Collection Development Advisory Committee
         Fortier reminded everyone that anticipated state budget cuts have necessitated the cut of print non-fiction and e-non-fiction from Central Library funds. Also, the Economist is the only periodical that limits to 50 checkouts. We currently have 5 copies; auto-checkouts have been disabled for this title.
   2. MHLS
      a. MHLS Staff Report
         Smith-Aldrich:
         Reviewed the schedule for delivery – clean-up runs will take place June 17th and 18th; regular delivery resumes on the 22nd.
         MHLS is amending the contract with Valley Courier to include new protocols.
         Reminder – label bins for pickup or not; don’t use bins for quarantining items.
         Reviewed State Aid Advocacy section of report, information regarding state cuts.
Shedrick:
Member libraries can request customized hold pickup notices for curbside info, etc. (phone number to call, where to park, etc.); let her know if you’re interested.
Registration forms can be customized to try to prevent duplicate cards from being created.
June 12th – there will be an online briefing for staff covering circulation, paging, etc.
Overdrive now points to “Get a library card” page.

Conlin:
Exec. Order 202.39 – regarding non-essential workforce limits – after 2 weeks of operating in Phase 2, restrictions are removed.
Exec. Order 202.38 – you may do temperature screening and deny access if a person’s temperature is above the threshold set by state. However, you are not obligated to do this.
The census has been extended to October 31st. Area offices in Pawling and Albany are open.
Adult Literacy Grant intent to apply forms are due June 23rd.

b. Board Liaison Report – no report

Dempsey moved to adjourn; Schoep seconded, Menard adjourned the meeting at 11:18am.
Respectfully submitted by Gina Loprinzo

Next:
• DA Business Meeting: September 6th, 10:00am - Online