Board of Library Trustees

Minutes

August 6, 2020, 6:30pm via Zoom

Present: D. Batson, K. Boyles, L. Cosato, L. Lawson, J. Lundgren, C. Winslow

Absent: None

Minutes of July 16, 2020 Approved.

DIRECTOR’S REPORT:

OLD BUSINESS:

Pages for Pinwheels continues…up to approximately 530!

Curbside Pick-up going well for those using it; likely will continue with this service beyond just this “phase.”

Re-opening Plan Phase 3 update:

Debbie spoke with some area libraries who have begun limited public re-opening; response has been varied, but many report that NOT a lot of people are physically coming into buildings.

Building has been being prepped: furniture/computer stations moved (to accommodate 6 ft. Distances); places for patrons to leave “browsed items” established; areas marked off with blue tape; signage posted; this week 2 hand sanitizer stations were received; cleaning “check list” established.

VOTE: Board VOTED to re-open (Phase 3/limited capacity) on Thursday, August 13, 2020. Hours will be 10-7pm Tuesday and Thursday; 10-3pm Saturday, with the first 1/2 hour of each day set aside for two 15 minute “appointment” slots.

NEW BUSINESS:

Catalog Issues: EBSCO links were not working, but issue has been resolved.

Building Issues:

Panic Button (ongoing issue) again being pursued.

Doorbell would be a very useful tool for curbside pick-up process (Debbie will look into getting one).

Windows that can easily be opened would be a great asset towards meeting COVID recommendations. Library should look into replacing a few of the windows to make accessing fresh air easier.

Donated Materials: Discussion on what to do with donated items.

Website: The quick shift to reliance on VIRTUAL resources made the weakness of our Website readily apparent. Updating/bolstering the Website needs to become a priority. Various tools being researched.

Programming: The Board confirms its prior belief that NO IN PERSON PROGRAMMING should be held at this time.

STAFF PROJECTS this month included:

Building Prep for Phase 3 limited re-opening (see above).

CHILDREN’S ROOM focus: reshelving; organizing shelf labels; clip are creation for labels; prepping email Blast advertising and time prepping for Zoom Storytime productions.

TECHNOLOGY: Beanstack (the online reading promotion product) finally up and ready to go.

MEETINGS ATTENDED:

DB attended: SAILS Board meeting; DIRECTORS meeting.

Next Meeting: Thursday, September 3, 2020 at 6:30 pm \*Should anything come up that Debbie feels needs to be addressed once Phase 3 (limited reopening) has started, she will contact the Board.