

Library Board Meeting

November 24, 2020 6:00 P.M.

Library Meeting Room and ZOOM

Present: Nelson Appell, Leane Gisburne, Lynn Hart, Jeff Holtmeier, Leon Hove, Gretchen Pettet, Barbara Volmert, Greg Skornia, Katie Schonaerts, Diane Lick and Carolyn Witt.

Not Present: Patti Frick – Friends.

President Jeff called the meeting to order and led the Pledge.

Gretchen moved that the agenda of the November meeting be approved. The motion was seconded by Leon and the motion passed. As per email, Nelson asked that the adjustment to the by-laws and agenda be discussed. Leon Moved that the following adjustment to the by-laws be added to the agenda and be approved: “A quorum may be achieved by electronic means through internet or telephonic methods when appropriate due to an emergency or governmental laws or regulations.” Gretchen seconded the motion, which carried. This is a direct result of the current COVID environment.

No Friends of the Library report. However, the group did approve some funds for staff use.

Library Director’s Report:

Grants: The CRF Grant has been accepted, hotspots catalogued and invoice submitted before the November deadline. 32 hotspots are currently funded. Statistics will be compiled for use in the future to reveal the success of this program. E-Rates, while technically grants, have been awarded resulting in considerable savings: \$17,760.02 for Managed Internal Broadband Services and \$5,999.98 for Internet.

Statistics & Collections: Library circulation continues to be negatively impacted by the COVID crisis. Circulation is down 10% from October 2019, however this is an improvement to past numbers. The library has seen more parents and children checking out, which is reflected in Juvenile circulation numbers.

Programs: Online programming is currently offered for two book clubs and the writer’s group. Great Decisions was a success and another 8 week session is scheduled for February. For children, “Story-Time-To-Go kits as well as the VERY popular weekly take-home craft kits. The program with the Bread Monk will begin in December, in coordination with the Friends and Neighborhood Reads.

COVID-19: The library continues to be challenged by this pandemic. We continue to have staff quarantined for exposure, though this has not resulted in closure or change of hours. The staff rises to the challenge and keeps a high level of service to the public.

Procedures still in force:

Masks are required; we offer cloth, reusable masks for those who do not have them.

Limit of 20 patrons in Library for checkouts/study, 5 for computers.

Limit time to 1 -2 hours, if possible. Library may be used for studying, but not in groups.

Library remains an official cooling shelter in excessive heat warning conditions.

Small donations accepted.

Books are quarantined 3 days.

Evergreen statewide courier and local Scenic courier running normal schedules.

Ongoing Projects: Story Walk project is still on hold, however, planning continues. The Friends have sponsored a Dial-a-Story which is targeted to go live in December.

Jeff thanked Nelson and the staff for their excellent efforts in keeping the library functioning at a consistent high level during such difficult times. Nelson asked that the Board take the opportunity during this holiday season to express their thanks to the staff for the job well done, beyond what is expected of them.

Leon moved that the Library Director's Report be accepted. Leanne seconded the motion, which passed.

Unfinished Business: Strategic Planning, while still on the agenda, remains on hold as COVID limits realistic future planning.

New Business: As expected, more problems have arisen with the HVAC system. Another compressor bit the dust (editorial comment!) but funds were included in the budget for such an event. However, in the course of evaluating the system, an oil leak was discovered that threatened another compressor loss. The library may be able to address future problems with the system with the addition of a laptop/keyboard, which is being explored. The cost for a new system is still something that will need to be addressed in the future. Nelson asked that the check out time for telescopes be expanded to match book checkouts. Leon moved, Barb seconded, that the time for checkout be extended. Motion carried.

It was requested by the Board that the December 14th meeting be held on Zoom, as the County Mask Mandate and rising numbers encourage remote meetings. Leon moved, seconded by Diane, that the next meeting be held by Zoom. The motion carried.

There being no further business, Leon moved that the meeting be adjourned. Lynn seconded the motion, which passed.

Next Meeting: December 14th, 2020