

## Roy R. Estle Memorial Library

### Library Board of Trustees Meeting Minutes – Telephonic meeting due to COVID-19 regulations

July 29, 2020

**Present:** Library Board of Trustees: Bob Findlay, Heather Willrich, Sue Beavers, Greg Cagle, Katie Johnston. Shelly Cory –Library Director. Ryan Coon-City Council Liaison, Danny Beyer-City Council Liaison.

**Previous month's minutes** Sue moved and Greg seconded, to approve the prior meeting minutes as corrected. Vote - 5-0. Motion passed.

**Patron comments and concerns:** A patron voiced concerns that transparency in regards to meeting information is not being met. Another patron is also concerned with transparency, and thinks it is a good thing that we will be opening up

#### **Library Director:**

Upcoming Events for August: Award Summer Reading prizes. Plan for Fall Story Times. Craft kits available to pick up.

Employee status – Reviewed – Library is closed to the public. Phase 1 of reopen plan in progress. No contact pickup service available. Plan to implement Phase 2 to reopen the building with limited services in August. Shelly and Tina working regular hours. Chloe, Ann, Kathy working slightly reduced PT hours.

Meetings/Classes – State Library online Covid-19 meetings when available.

Other: Fundraising committee sent out remodel update letters to potential donors (businesses and select individuals). Will re-evaluate and follow up after bid opening date in August.

#### **Financial:**

Prior Month's Expenses - Heather moved and Sue seconded, to approve the prior month's expenses.

Vote - 5-0. Motion passed.

2020 Current FY Budget – reviewed

**Memorials** – none

#### **Other Business:**

**New – 2020.9 New Computers (Public Access)** Heather moved and Katie seconded to approve purchase of two additional public-use computers not to exceed a cost of \$3600.00. This will bring the total number of public access computers to six. Vote - 5-0. Motion passed

**Old – 2020.8 Reopen Plan Due to Covid-19** Shelly gave an update on plans to implement Phase 2 to reopen the library building to the public. Beginning August 6: Tuesdays & Thursdays 9am-11am: High risk patrons; 4pm-6pm: All patrons. Browsing and check out library materials only. Masks encouraged and supplied to the patrons if needed.

**City Council Liaison's report** – none

**Board of Trustees:**

**Announcements:** the next regular Library Board of Trustees meeting will be August 26th 7:00 pm, at the Roy R. Estle Memorial Library. (Electronic means if necessary due to Covid-19)

**Review of Actions from Meeting:** Approved prior month's minutes and current invoices. Approved purchase of two new public computers. Discussed Phase 2 of reopen plan.

**Adjourn**

Respectfully Submitted

Heather Willrich

Board Secretary