

## Roy R. Estle Memorial Library

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

August 27, 2020

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

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

**Patron comments and concerns:** A patron voiced concerns that patron's names are not identified in the minutes and concerns in regards to the furniture cost not being listed. Another patron voiced concerns in regards to council meetings covering the library funding for the new building, and expressed concerns about the resolution of appreciation to recognize the generosity and support of the Burnett family, local donors and city council members.

### **Library Director:**

Upcoming Events for September: Outside Story Time and take-home crafts Wednesdays 10:00am (weather permitting). Adult fall craft kits.

Employee status – Reviewed – Library is open to the public in a limited capacity. Phase 2 of reopen plan in progress. Building is open to the public for browsing and checking out only: Tuesday & Thursday 9am-11am At-risk patrons only; 4pm-6pm All patrons. No contact pickup service available. Shelly and Tina are working regular hours. Chloe, Ann, Kathy working slightly reduced PT hours.

Meetings/Classes – Online class 9/10/20: Civic Engagement – Political & religious topics in the library

### **Financial:**

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

Vote - 5-0. Motion passed.

2020 Current FY Budget – reviewed

**Memorials** – none

### **Other Business:**

**New – 2020.10 Policy Update: Interlibrary Loan Policy; Photocopying/Printing Policy** Sue moved and Heather seconded to approve updated terminology for both policies to reflect current procedures. Vote - 5-0. Motion passed.

**2020.11 Resolution of Appreciation:** Sue moved and Heather seconded to adopt the Resolution of Appreciation to recognize the generosity of the Burnett family, local donors and support of city council members. Vote - 5-0. Motion passed.

**Old – 2020.8 Reopen Plan Due to Covid-19** Shelly gave an update on Phase 2 of re-open plans and is looking to possibly expand building hours to include Saturday mornings 9am – 11am, beginning in September.

**City Council Liaison's report** – Danny commented on the groundbreaking and other city library items, as well as a fundraising update.

**Board of Trustees:** Sue gave positive feedback on the new library director office area. Greg would like access to the library plans, and they will be sent via drop- box and a hard copy set will be given to the library.

**Announcements:** the next regular Library Board of Trustees meeting will be September 30th 7:00 pm, at the Roy R. Estle Memorial Library. (Or electronic means dependent on Covid-19 status)

**Review of Actions from Meeting:** Approved prior month's minutes and current invoices. Approved updated policies. Approved Resolution of Appreciation. Discussed Phase 2 of reopen plan.

**Adjourn**

Respectfully Submitted

Heather Willrich

Board Secretary