

## Roy R. Estle Memorial Library

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

September 30, 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 Katie seconded, to approve the prior meeting minutes. Vote - 5-0. Motion passed.

**Patron comments and concerns:** A patron voiced concerns about donations, progress and the cost of furnishings

#### **Library Director:**

Upcoming Events for October: Outside Story Time Wednesdays 10:00am (weather permitting) with take-home crafts. Adult October craft kits. Will send out email to Lit Wits (adult book club) to gauge interest in re-convening group.

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

Meetings/Classes – None

Shelly gave summary of Annual Report for FYE 20. Circulation and program numbers down from last year due to closure from Covid-19. Summer Reading Program did not go as normal – consisted only of some online programming and reading logs.

#### **Financial:**

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

Vote - 5-0. Motion passed.

2020 Current FY Budget – reviewed

**Memorials** – none

#### **Other Business:**

**New –**

**Old – 2020.8 Reopen Plan Due to Covid-19** Shelly gave an update on Phase 2 of re-open plans and is looking to expand building hours to include Wednesday evenings 4:00pm – 6:00pm, beginning in October.

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

**Board of Trustees:**

**Announcements:** the next regular Library Board of Trustees meeting will be October 28th 7:00 pm, at the Roy R. Estle Memorial Library, or may be electronic due to COVID-19 regulations at that time.

**Review of Actions from Meeting:** Approved prior month's minutes and current invoices. Reviewed Annual Report FYE 20. Discussed Phase 2 of reopen plan.

**Adjourn**

Respectfully Submitted

Heather Willrich

Board Secretary