

Special Board Meeting

In response to temporary changes to the Open Door Law for public meetings in Governor Holcomb's executive order 20-04, procedures were put into place to allow board members to attend the meeting remotely. These requirements include the attendance of at least one board member present at the physical location of the meeting and the use of roll calls for any action by the board.

Mr. Keim called the meeting to order at 11:00 a.m. Physically present were Mr. Keim, Board President; Mr. Littell, Treasurer; Ms. Smith; Ms. Stull; and Library Director Ms. Tyner. Virtually present via Zoom were Mr. Cherry, Vice-President; Ms. Brooks, Secretary; Ms. Stocks; library attorney Mr. Ray Kirtley, and Ms. Kelly O'Dell Stanley. Ms. Steelman Wilson, Assistant Director, was absent. Mr. Nick Hedrick also attended as a member of the public.

New Business: Ms. Tyner presented a legal memo from the Indiana State Library that clarified information pertinent to public meetings in Governor Holcomb's Executive Order 20-04 and SBOA State Examiner Directive 2020-1 that pertained to timely deposit of funds and the approval of claims with brief discussion. A copy of the Emergency Conditions and Closure policy was presented as a reminder of the policy's contents.

Three policies were suggested by the Indiana State Library as recommended documents to have in place during this pandemic. Ms. Tyner presented the first - an Epidemic/Pandemic Policy, which outlines a continuity of operations plan, including procedures for building closures, staff compensation, communication, cleaning measures, and responsibility for library operations in the absence of the library director. Mr. Littell moved to approve the policy as presented. Ms. Smith seconded the motion, and the motion carried. The roll call vote was as follows: Mr. Keim – yes; Ms. Smith – yes; Mr. Littell – yes; Ms. Stull – yes; Ms. Stocks – yes; Ms. Brooks – yes; Mr. Cherry – yes.

The Resolution to Pay Utility Bill in Advance of Library Board Allowance was presented next. Ms. Stull moved to approve the policy as presented. Mr. Littell seconded the motion, and the motion carried. The roll call vote was as follows: Mr. Keim – yes; Ms. Smith – yes; Mr. Littell – yes; Ms. Stull – yes; Ms. Stocks – yes; Ms. Brooks – yes; Mr. Cherry – yes.

The Resolution to Pay Bills with Prior Approval was presented. Mr. Littell moved to approve the policy with the caveat that all categories of bills be included. Ms. Brooks seconded the motion, and the motion carried. The roll call vote was as follows: Mr. Keim – yes; Ms. Smith – yes; Mr. Littell – yes; Ms. Stull – yes; Ms. Stocks – yes; Ms. Brooks – yes; Mr. Cherry – yes.

Discussion followed on projects the staff can work on while the staff report to work when the building is closed to the public. Ms. Tyner also reported that the Management Team would be discussing the best way to responsibly and safely provide services to the public while the building was closed and how to ramp up services when the time comes to do so.

A question about public meeting notice was answered by Mr. Kirtley and Ms. Tyner with confirmation from Mr. Hedrick.

Ms. Stull and other board members expressed appreciation for how Ms. Tyner and the rest of the library staff are handling the situation. Ms. Stull also commented that library books on topics or by authors of Ms. Smith's choosing would be purchased in honor of Ms. Smith's service on the board.

Public Comments: Mr. Hedrick commented on the library's endeavors in this situation. Mr. Cherry thanked everyone for the cards he has received.

Adjournment: Ms. Smith moved to adjourn, seconded by Mr. Littell. Meeting adjourned at 11:40 a.m.