

Monthly Board Meeting for April

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 and the public to attend the meeting remotely. These requirements include the use of roll calls for any action by the board.

President Keim called the monthly meeting of the Board of Trustees to order at 4:00 p.m. Trustees present virtually were Ms. Stull, Ms. Stanley; Mr. Keim, Mr. Littell, Ms. Brooks, Mr. Cherry, and Ms. Stocks. Library Director, Ms. Tyner; Assistant Director, Ms. Wilson; and Mr. Nick Hedrick, reporter with the *Journal Review*, were also present virtually.

Mr. Keim welcomed Ms. Kelly O'Dell Stanley to the board on her first official meeting. The newest library board member, Ms. Stanley is a local graphic artist and author.

Minutes: Mr. Keim made a motion to accept minutes from the March 12 monthly board meeting, seconded by Ms. Brooks, and the motion carried. The roll call vote was as follows: Mr. Keim – yes; Ms. Brooks – yes; Mr. Littell – yes; Ms. Stocks – yes; Ms. Stull – yes; Ms. Stanley – yes; Mr. Cherry – yes.

Ms. Stull made a motion to accept minutes from the March 20 special board meeting, with the name of Ms. Stanley to be added as an attendee, seconded by Ms. Brooks, and the motion carried. The roll call vote was as follows: Mr. Keim – yes; Ms. Brooks – yes; Mr. Littell – yes; Ms. Stocks – yes; Ms. Stull – yes; Ms. Stanley – yes; Mr. Cherry – yes.

Claims: Claims were presented of \$27,975.30 for the period of March 17, 2020 through March 24, 2020. Ms. Stull motioned to accept the claims, seconded by Ms. Stocks. Motion carried. The roll call vote was as follows: Mr. Keim – yes; Ms. Brooks – yes; Mr. Littell – yes; Ms. Stocks – yes; Ms. Stull – yes; Ms. Stanley – yes; Mr. Cherry – yes.

Committee Reports: Ms. Brooks attended the last meeting of the Main Street Board. The treasurer has resigned and will be replaced. The full report of the Main Street Board will be included in the library minute book. Mr. Keim reported that the Park and Rec Board had not met recently due to the Coronavirus situation. No committee reports were presented.

Old business: Ms. Tyner updated the board on the library's COVID-19 response. Both buildings (CDPL, CMMC) are currently closed to both the public and the majority of staff members. Library managers are in the process of planning for phases of gradual restoration of services and examining appropriate parameters to keep both staff and the public safe. Due to the evolving nature of the COVID-19 situation, this planning will be flexible as governmental agency advisement changes. The library has increased both the number of electronic resources and the individual holdings in services such as Over Drive, in order to limit waiting times for library patrons. Patron questions are being answered by staff at home as much as they are able, and what they cannot answer will wait until staff are able to return to the library. Staff members are in the process of creating a new online registration form to receive library cards. Ms. Tyner has attended many webinars and remote directors' meetings concerning the coronavirus and its impact on libraries, library services, and personnel

matters. Ms. Stull said she was happy to see such positive patron comments in the director's report, and lots of them. Ms. Stocks asked to have the link to the webinar on COVID-19 and collection materials offered by the Institute of Museum and Library Services sent to her. Ms. Tyner updated the board on the addition to the Epidemic/Pandemic Policy, which adds the phrase, "within the framework of applicable federal, state, or local laws" to the previously approved policy. Ms. Stull motioned to approve the change with Ms. Stocks seconding. Motion carried. The roll call vote was as follows: Mr. Keim – yes; Ms. Brooks – yes; Mr. Littell – yes; Ms. Stocks – yes; Ms. Stull – yes; Ms. Stanley – yes; Mr. Cherry – yes.

Director's Report: Ms. Tyner presented her report of monthly statistics and recent accomplishments. This month's statistics are not representative of normal use given the impact of Coronavirus on library visits. The library closed to the public on March 17, with closure to all staff but managers on March 21. A facilities technician has been chosen but has not been able to begin work due to the disruption relating to COVID-19. Ms. Tyner shared patron comments so the board could review them. Ms. Stull gave kudos to staff members for their work. Specifically to Ms. Janella Nunan for her work on the Easter Egg Hunt and Ms. Noel Marquis for her recent column in the *Journal Review*.

Financial Report: Financial reports were presented by Ms. Tyner with brief explanations. Ms. Tyner observed that the property tax deadline has been extended. The board discussed the possible need for a temporary transfer between funds because the property tax distribution may be a couple months late.

New Business: Mr. Keim was asked by Mike Grant, owner of Arni's, if they would be able to use library parking spaces for curbside service at the restaurant. He had consulted with Ms. Tyner and found no reason to object. Mr. Keim had provided an email of permission to the mayor and street commissioner to enable Arni's to offer curbside service. The board supported the decision to assist a local business during this challenging time.

Public Comments: No public comments.

Adjournment: Mr. Cherry moved to adjourn the meeting, seconded by Mr. Littell. The meeting was adjourned at 4:31 p.m.