

**Board of Library Trustees (Monday, April 27, 2020)****Members present**

Carolyn Guy, James Hanley, Tressa Setlak, Carolyn Roth, Sandra Hauenstein, Janice Walthour, Michael Dunn

**Meeting called to order at 10:00 AM**

Roll Call: C. Establish a Quorum & Introductions  
Quorum established

Discussion: A. Approval of Past Meeting Minutes  
February 2020 meeting minutes approved as presented.

Roll Call: B. President's Report  
Approved EALS as presented.

Information, Roll Call: D. Treasurer's Report  
March report accepted as presented.  
April report accepted as presented.

Information: E. Director's report

Information: F. Informational Items

SMCPS would like to get school cards in place by the end of May 2020.

We are offering quite a bit more digital content online right now. SMRLA is providing more content via Libby and we are supplying content via RB Digital. Bumped up check outs per month number on Hoopla. Print orders are slowed down right now because SMRLA is closed and can not process items. We do have orders built up.

We have been doing quite a bit of virtual programming: Story times twice a week, Trivia Mondays, Find your Next Read, Quarantine in conjunction with the SMC Arts Council.

WiFi availability - buildings are turned on 24/7 and the public can access it from the parking lots. Charlotte Hall has been the most frequently used. WiFi is only available at the new library is right in front of the meeting rooms. But there are tables 15 ft apart there.

Provided an update on the move to the new building.

An update on the FOL was requested in the old building. They moved most of their collection into the old room. Old shelving is sitting and waiting for their use. The county has extended their move out date.

Discussion, Roll Call: G. Action Items

Meeting Room Use policy has added the words "or Federal" to the policy so they are exempt from open meetings act. Voted to add the additional language to the meeting room policy.

Cricut Use Policy for public use. Motion made to accept the policy. Voted to approved the policy.

Fiscal Year 2021 County Budget Request: The budget rolled out was pre-Covid 19. The county only provided the cost of covering the minimum wage increase. However our health insurance (which is obtained through the county) is increasing 3% we have requested the county provides that cost. We also asked if the County gets a COLA and Merit that they provide the funds for the library to do the same. The board did not feel the request was unreasonable. Approved the letter of requesting our priorities for the FY 2021 budget.

Discussion: H. Discussion

When we can reopen and the plan to do that. There is no exact opening date. However the Governor gave individual counties the authority to open some services in the first phase and libraries were included in that. We will be opening in a time of social distance. There is a coming conference call for all library directors about how to do this. We are going to consider opening first with curbside service. When the doors do open we will probably limit the number in the building, requiring masks by staff and customers; looking at staggering shifts. We will work with the county Health Dept. on the proper procedures. While social distancing we would have to close meeting rooms; continue virtual programming and have every other PC available. Right now there is too much unknown for definite plans but a good time start talking about potential possibilities.

Information: I. Next Meeting  
Monday, 06/15/20 at the Chesapeake building.