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.