

Fraser Public Library

Board Meeting Minutes

May 18, 2020

Call to Order: Meeting called to order by President Hoeft, 4:26 pm.

Roll Call: Members: Hoeft, Wettstein, Bullis, Burley, Muntaneanu, Director McDowell. Absent: Member Parrott, excused.

Approval of Minutes: April Meeting Minutes were motioned to approve by Member Bullis, second by Member Burley. Motion carries.

President's Report: None

Director's Report: Due to the COVID-19 pandemic and the closing of the library by the Governor's Order 2020-42, the library has worked quickly in new ways to offer services to the public. EBooks, RBDigital, and BookFlix were preferred. Programming remains strong, offering online story time, crafts, virtual resources and social media.

The library's fund has currently used 82.44% of the budget to date. We do have some remote staff working from home and expect to increase employees as we come back to curbside.

The FPL has a Covid Response and is preparing for a slow reopening. The following PPE items have been purchased: masks, gloves, hand sanitizer, keyboard covers for circ desk and computers. Plexiglass will be added to the patron computer area, tables will be added, and also some removed to obtain proper social distancing. Staff will be limited as we engage back to "normal" operations. The library Director, along with the library lawyer, is working towards an individualized plan safe for staff, patrons and the community. It will be a 6-stage plan. A motion

was made by Member Bullis to accept the COVID-19 Preparedness and Response, and Reopening Plans for the reopening of the library, seconded by Member Burley. Carries

The new website for the Library is up. New Databases will be added to replace some that are not used. The FPL is hoping to receive 2 Grants they would like to apply for. Member Bullis motioned to apply for a \$4,000 grant from the Dollar General, second by Member Burley. All in favor, motion carries 5-0.

Staff has been diligently working during this time and unable to take any time off. A motion to extend time that expires for PTO/vacation until December 31, 2020 was made by Member Bullis, second by Member Munteanu. Motion approved by all 5-0.

Treasurer's Report: None

Secretary's Report: None

Committee/Communications Report: Christine spoke with the FP School Board. They would love to work with the library to promote student accessibility. Marlene would like to form a committee for the Library Director and Library Board Evaluation and Reviews. We will set up a meeting with HR.

Old Business: The Library has been well received when calling community patrons to check on them during this time. Seniors seem to welcome conversations and appreciate the concern. Our efforts to stay connected are on the website.

New Business: Member Wettstein suggested to make a video on “How to access Tutor.com” and put it on the Website. Lorena will follow up with staff. The library is very appreciative of the generous handmade masks that were donated. The newsletter, in conjunction with Parks and Rec, will not be sent out for a while after the June newsletter due to that department’s COVID-19 closure until further notice.

Respectfully submitted,

Tina Bullis, Secretary

The next meeting will be June 8, 2020 at 4:00 pm. Location to be determined at a later time.

STAY WELL

STAY SAFE

SPREAD KINDNESS