

VALLEY CENTER PUBLIC LIBRARY
BOARD MEETING MINUTES
June 22, 2020

The meeting was held by Zoom due to the continued closure at the direction of the Library Board. The meeting was called to order by Chair Toby Carver. Those in attendance were Toby Carver, Cricket House, Jeanne Shove, Barbara Jarman, Stacy Alexander, Morgan Wiebe, Shelli Miller, Terry Foster and Janice Sharp. Brent Clark, Ron Colbert and Nancy Anderson also attended.

Barbara Jarman was introduced as our new Board Member – replacing Judy Conrady.

Morgan made a motion to approve the agenda; Cricket seconded. Motion carried; vote was unanimous.

Cricket made a motion to approve the minutes from the May 18 meeting; Stacy seconded. Motion carried; vote was unanimous.

Morgan made a motion to approve the June financial report and pay bills; Cricket seconded. Motion carried; vote was unanimous. Janice pointed out that we had received a payment from the City in the amount of \$97,254.46 which will be the last large payment for the year.

In the Public Forum, Nancy shared that she had a telephone call with Neal about the progress of the plans for the butterfly garden. He explained that he was waiting to hear back from Larry Hoetmer. She will let it ride for the time being.

In the Board Chair's report, Toby shared that Cricket notified him that she is in the process of moving out of the City limits and will be leaving the Board. Cricket had visited with Sara Johnson regarding the Board position and Sara would like to serve on the Board. Janice will submit her name to the Mayor and Council for approval.

In the Director's report, Janice shared that the most important discussion would be regarding the discussion of whether to remain closed or move into Phases 3 or 4 for re-opening. After much discussion, it was decided that we would possibly go into Phase 3 after our July Board meeting. On June 29, we can begin to offer the use of computers by appointment only for important business and the use of the card catalog on a limited first come, first served basis. Searching for genealogy or other recreational uses will not be permitted. It was decided that staff should use sanitizer instead of gloves; require the wearing of masks for patrons entering the Library and staff wearing masks when patrons come inside. We are to place bottles of sanitizer around for everyone to use. This information was for a motion made by Shelli and seconded by Stacy. The motion carried; vote was unanimous. The Board also approved calling Wyatt and/or Joey back if needed. The official notice will be that the Board has decided to maintain curbside service in the interest of the increasing numbers of the virus in an effort to keep Valley Center safe. This decision will be discussed again at the July meeting.

In the Office Manager's report, Terry shared the stats for June. She also had prepared a document listing libraries in our System and some additional larger libraries in the State showing if they were completely closed, offering curbside only, building open with computers & services but no browsing and most services and browsing allowed. Many libraries were opening but with limited services.

Terry also provided stats showing the number of patrons we had served with curbside service for March, May and June. Some of the bags delivered contained a single book up to 25 books. She also prepared a list of the programs that had been cancelled due to our closure restrictions. It was suggested that Terry revise her programming stats to match to what will be required by the State for the annual report.

Brent had visited with Janice about the Library paying for half of the cost of window tinting for the windows on the south side – in the Meadowlark Room and in the Children's area. Janice has reviewed the budget and feels that we can

cover that expense. The total cost for the tinting is expected to be around \$10,000 to \$12,000. Cricket made a motion to approve the expense; Morgan seconded. Motion carried; vote was unanimous.

Janice had included a copy of the Library bylaws and a copy of the bylaws from Hutchinson Public for review. Due to time restrictions, this was tabled until the July meeting.

Stacy made a motion to adjourn the meeting; Cricket seconded. Motion carried; vote was unanimous.