

Minutes
Hansen Community Library Board of Trustees
May 18, 2020

Board Members and Officers Present: Elva McNurlin, Walt Freestone, Vernell Lentz, Eileen Turner, Louise Baily, Linda Oatman and Linda Mortensen.

Staff Present: Sharon Sherrill and Cindy Bjorneberg.

Chairman Elva McNurlin called the meeting to order at 7:11 p.m. and asked for additions or changes to the agenda. Linda Oatman asked that COVID supplies be added to the agenda. Eileen moved to approve the amended agenda. Vernell seconded the motion. Motion carried.

Minutes:

Sharon read the minutes from the April 6 meeting that was conducted via email. Vernell moved to accept the minutes as printed. Eileen seconded the motion. Motion carried.

Treasurer's Report:

Linda Oatman read the treasurer's report. Walt moved to accept the treasurer's report. Eileen seconded the motion. Motion carried.

Old Business:

Cindy asked about depositing the raffle proceeds into the ICCU checking account given the uncertainty surrounding COVID-19 and when or if library programming can resume. Total proceed equal \$1,100 but \$130 has already been deposited into the operating account. Linda Oatman suggested writing a check from the operating account to ICCU so the total can be deposited at one time and then tracked.

New Business:

Eileen mentioned that she had talked with Terry Sherrill regarding the lava rock around the flag pole. One suggestion is to take the rock out and replace it with sod. Linda Oatman suggested cementing the area instead. Eileen asked about stamped concrete so it would look like pavers. Since Emory Treet poured the foundation for the addition, it was suggested he be asked to pour cement around the flag pole. Linda also mentioned that the concrete pad in front of the library is pitting. A skim coat could be applied to cover that pitting.

Eileen moved to ask Emory Treet to pour concrete around the flag pole. Walt seconded the motion. Motion carried.

A list of things to consider to comply with COVID guidance when developing a re-opening plan was reviewed. Elva had participated in a webinar sponsored by the Idaho Commission for Libraries which suggested checking behavior policy for how to deal with patrons who become belligerent when asked to comply with COVID guidelines. Linda Oatman said she would review the behavior policy.

Several items were considered to be included in a COVID re-opening plan including: no kids on the computers, not re-opening unless can secure an ongoing supply of cleaning supplies and masks/gloves (at least a month), installing a plexiglass shield at the checkout counter and by the printer, taping 6-ft intervals on the floor, removing furniture that is not wipeable, posting social distancing guidelines and making hand sanitizer available by the front door, asking patrons to wear masks, encouraging staff to wear masks when helping patrons at the computers or in the stacks, and closing one bathroom for employee use only.

The first phase of a re-opening plan was tentatively set as:

- Open to a limited number of patrons

- Consider having special hours for vulnerable persons (possibly 1 to 3 p.m.)

- Adults only on computers

- Have adequate cleaning supplies plus masks and sanitizer on hand

This plan will be re-evaluated at the June 1 annual meeting.

Elva said that ICfL has mini-grants available through the CARES act for up to \$1,000 per library to pay for digital inclusion (laptops, mobile hotspots, e-books plus masks and sanitizer). ICfL is sponsoring a webinar on Thursday, May 21 at 11 a.m. regarding these grants. Deadline to apply is May 31, 2020.

Cindy provided an update on the online storytime utilizing the city of Hansen Facebook page. There have been over 1,600 views between April 3 and May 15. She is still working on a plan for a summer reading program and/or summer reading challenge.

Let's Talk About It has been canceled for 2020-21 due to COVID. Linda suggested holding our own adult book discussion series. We will revisit this topic in September.

Elva suggested developing a little free library to distribute books to kids in case we are not able to give books away as part of summer reading program. ICfL has a grant available to provide books to underserved kids. Deadline is June 15.

The meeting was adjourned at 8:47 p.m.

Attest:

Elva McNurlin, Chairperson

Cindy Bjorneberg, acting secretary

Pending Items:

Call Emory Treet about concrete work – Linda Oatman

Order cleaning supplies through the state website – Linda O

Review library behavior policy – Linda O

ICfL mini grants – Elva/Linda/Cindy

Deposit raffle money to ICCU – Cindy

Plexiglass shields – Sharon