

Meeting: May 13th 2020.

Attendees: Dawn, Dana, Cindy, Lori, Margo, Mary attended the meeting.

Dawn called the meeting to order at 9 a.m. The minutes of February 12, 2020 were handed out and read. Cindy made a motion to approve. Dawn seconded. The minutes passed unanimously.

Director's Report: Dana went over her account balances, most all were good. Blackwater was a little overrun because we had to replace the motherboard and to do a 5G upgrade.

Our circulation is up, thanks in part to out-of-towners that picked up curbside while the library was closed. Yearly circulation is down because of the library closure.

COVID-19 update - Dana gave updates on other libraries, several have different opening dates. Chelsea Public Library has implemented sneeze guards, gloves, and masks, which are not required. They are wiping down books with Clorox wipes, but the books are not quarantined. The computers may be used, but only every other computer. There will be no in-house programs, however virtual story times will be continued. Every other chair has been taken out, the toys have been put up, and our doors must stay open.

Dana is considering allowing the Curbside pick up to stay. We have special delivery bags and forms are available on the library website. The middle school book club will be held outside beginning in June. Mary Ann Moore will continue to facilitate.

Dana is working on a new budget for the mayors approval. She will be requesting that Emily become a full-time employee, as she is doing more than just children's programs. She was also doing programming, some website input and video tutorials. Dana will also check on pricing for roll up patio doors and will get a quote to clean the tile floors in all four bathrooms.

Dawn told us that in order for our library to continue receiving grants, we need to have at least two directors that are APLS video compliant. She suggested that all of us complete this video training in a two-years in case someone has to leave the board.

Dawn also mentioned that we need to update our Bylaws. At our next meeting we will vote on a proposal to change the meeting times to once per quarter. The Bylaws state our annual meeting is to be in October, we will change to read the last quarter of the year.

Our next meeting will be Wednesday August <sup>19</sup>~~26~~th at 9 am.

Cindy made a motion to adjourn, Mary seconded.

Respectfully submitted by Lori Cheney.

*Lori Cheney*