

May 11, 2020
Eden Library Board of Trustees

Library Board President Pat Smith called the meeting to order at 6:35 p.m. This meeting was held virtually via "Go To Meeting." In attendance were Jim Agle, Marilyn Antos (by phone), Linda Meyer, Bettyann Neifer and Library Director Donna-Jo Webster.

The minutes from the April 13, 2020 meeting were read. A motion was made by Jim, seconded by Marilyn and approved to accept the minutes from this meeting.

DIRECTOR'S REPORT

Since the library was closed all of April, there was no report on monthly statistics with the exception that there had been 17 uses of our Wi-Fi from outside the building. Donna-Jo noted that Central's IT personnel has done a bandwidth test to determine the best places to access the Internet.

She also reported on meetings that the directors have been holding to start planning for re-opening the libraries. Currently libraries fall under the State's category of Education, which is in Phase 4 of the re-opening plan, but library administrators are attempting to get the potential opening date moved up. They are already working on new protocols to provide better levels of safety for library workers. These will include Plexiglas barriers at the main desk, masks, gloves, and additional cleaning supplies. The staff will be expected to comply with social distancing even in the workroom. Materials being returned will be quarantined for 72 hours before being discharged or sent on to other libraries. The "normal" library operation is going to be much different when we re-open.

The library system is expecting a budget cut of \$800,000 for 2021. Part-time employees of the library were paid for two pay periods after the shut down but are currently not being paid by the county. They are eligible for unemployment.

BILLS:

Donna-Jo presented the following bill for payment:

Eden-North Collins Pennysaver: \$144 for advertising in April

Erie County Water: \$50.28

DFT Security: \$66.00

A motion was made by Jim, seconded by Marilyn and approved to pay these bills.

Previously the board had given verbal approval to pay the rug cleaner \$500 for doing the main reading room, the meeting room and the staff workroom.

Tony was a big help with the rug project as he moved many items so that the cleaner did not have to stop to move things.

TREASURER'S REPORT

Bettyann reported on disbursements for the month.

OTHER

- Pat reported that she had attended an ACT board meeting and that there was discussion about the use of meeting rooms and limiting the number of people in buildings at a time. There are many issues to be worked out.
- We will run an ad this week noting that we cannot accept donations of used books for the book sale and to let people know that they can access the Internet from the library parking lot. They should practice social distancing if they choose to come to the library to do so.
- Linda mentioned the list of items that are required by the new state standards, which go into effect as of January 1, 2021. There are several things we need to work on including a new long-range plan of service and enacting the revised By Laws. Several policies also need to be reviewed or adopted. It will be easier to do these once we can meet in person.
- The library system remains shut down. Library materials are currently due June 1.
- The next meeting will be held June 8, 2020.

The meeting was adjourned at 7:15 p.m.

Respectfully submitted,
Linda Meyer, secretary