

Grand Island Memorial Library Trustees Meeting

28 views

•Streamed live on May 14, 2020

00SHARE

SAVE

00:00

I'm sorry I put down on my calendar 5:30

00:07

probably because it's when we usually

00:09

meet and I never look why I read the

00:14

things but you see what you expect - so

00:17

he's outside walking are you all set to

00:36

go Pat yes are you ready okay I was

00:41

walking too though I just walked in the

00:43

house from walking the dog

00:44

okay were you ready to take minutes yes

00:48

okay so I'll call the meeting to order

00:50

at 5:07 and Pat would you read the roll

00:55

please

00:58

okay okay Becker here cook here yeah

01:18

okay

01:19

and a tea is here so everyone's here and

01:22

it's here

01:23

okay okay

01:29

the first item is to approve the minutes

01:31

from our March 26 special meeting I'll

01:34

entertain a motion I move that we

01:38

approve the minutes I'll second mood by

01:43

Agnes seconded by dick is there any

01:45

further discussion all in favor aye aye

01:52

any opposed

01:54

motion passed Brigitte financial reports

01:59

okay thank you share my screen so

02:04

everything's up we're looking at the

02:05

same thing

02:09

[Music]

02:11

all right which one do I want that one

02:15

okay so the first part is the county

02:19

funds can you see that on your screens

02:21

okay not much going on after March for

02:25

obvious reasons we got three cents worth

02:31

of interest on April 30th on the county

02:34

account otherwise the only bill that's

02:37

been paid in the last month was for was

02:39

for the water bill and what do the

02:41

claims on it on that one at the bottom

02:45

you can see how much we've made up to

02:48

now as far as fine revenue and print

02:51

revenue it hasn't changed from our last

02:54

meeting for obvious reasons again any

02:57

questions on the county report the only

03:02

question I have is how is the system

03:06

gonna handle the budget factor that

03:08

we're not going to meet that line we've

03:11

been told we're not gonna be held liable

03:13

for it because because of everything

03:15

going on so what we end up making this

03:19

year is what we end up making this year

03:21

okay and that's in writing someplace

03:24

yeah marriage eNOS has said this of

03:27

repeatedly you can ask her because it's

03:30

because it's not anything that's in the

03:32

current contract

03:35

honestly you you want act we probably

03:38

know more than I would okay yeah okay

03:43

next part of the financial report is the

03:45

private account same thing very little

03:49

activity due to the current situation

03:53

nope I haven't done any there's there

03:56

was there was no movement on this

03:57

account at all this month going down

04:00

further I sent you guys in the original

04:04

email it was a different private fund

04:06

account because I hadn't received the

04:08

money market bank statement yet but I

04:10

received that yesterday so the one on my

04:12

screen right now is the current one and

04:14

I did send this to you in a separate

04:16

email so you have it yeah basically just

04:18

the current the only difference in the

04:21

money market is the \$15 and 60 and 60

04:24

since interest that we received from

04:25

this past month so any questions on the

04:30

private fund okay I'm gonna move over to

04:37

the town budget for the library this

04:42

should look this looks exactly the same

04:44

as at the last meeting there there has

04:46

been no activity with this there is a

05:01

second page there's our total right

05:03

there for unencumbered funds for the

05:06

earth this way there now you're out of

05:09

the screen and as we go further into

05:13

reopening once we are actually allowed

05:15

to I've been told any Cove in 19

05:19

reopening you know anything tied in with

05:21

it I can put obviously on this budget

05:24

and then it would be marked as such on

05:26

here could you clarify that please so

05:30

like right now we're purchasing well the

05:33

town purchase for us plexiglass sheets

05:35

to put in front in front of the circ

05:36

desk if that was something that I had

05:39

done outside of the town or if the town

05:42

charges us back for that then it would

05:44

be put in as a co mid-nineteen purchase

05:48

and I don't know if the town has show up

05:53

on here we we have everything that's

05:56

being spent for koa is being tagged as

06:00

an expenditure for that

06:01

so all that Plexiglas most likely will

06:04

just go into our whole determination of

06:07

what we are spending between that and

06:09

other disinfectants and masts and gloves

06:13

so I don't think we'll have to worry

06:15

about that not even our um the live

06:18

streaming or the virtual meeting costs

06:21

associated with this we send it all up

06:23

to Pam and accounting and we mark it

06:27

accordingly and she notes it when it

06:29

goes through the audit card as well so

06:31

she's really handling that well so I'm

06:33

hoping to me that would be a very clear

06:36

expense because of this but

06:38

yeah the more as long as you're noting

06:40

it on your side before it goes up to

06:41

accounting that's great okay perfect

06:43

okay

06:45

any further questions on this part I

06:47

think this was the last part of it yeah

06:50

was okay okay so that's all I had for

06:53

the financial report unless there's any

06:55

further questions on it okay thank you

07:03

the claims audit report okay so the only

07:14

thing on it was out of the county

07:17

account for the water bill from January

07:20

16th to April 15th with everything going

07:24

on I did the audit with dick Crawford

07:27

and dicker and via email and the water

07:30

bill is right here so yes so we did it'd

07:41

be an email I have I have the emails

07:43

printed out and they're right there in

07:45

the file in case we ever get audited

07:47

basically what I would need at this

07:49

point is Jill I need you to print this

07:52

out and sign off on it once it's

07:55

approved and if you could email it back

07:58

to me I can add it to the paperwork for

08:00

this okay so that was that's that's been

08:06

the only thing since we closed was was

08:08

water bill

08:12

so are you looking for a motion for

08:14

approval to pay the water bill correct

08:16

okay I'll entertain a motion to come I

08:19

will so move second a second that's Jill

08:27

seconded by Jill

08:28

any further discussion roll call please

08:34

okay okay and Becker yes buta SEK proved

08:45

let's see Crawford aye

08:51

okay yes as you know is yes okay

08:58

oceans approved for Jill to now sign

09:02

that to process it correspondence I

09:12

don't have any that you have any

09:16

correspondence

09:17

no okay the forts I I have none other

09:23

than we're all anxious to get over this

09:31

first step to try to get back to some

09:33

normalcy we we've approved through the

09:37

town a lot of protocols for both

09:38

buildings and vehicles and we are

09:44

reopening to some degree with the Town

09:47

Hall starting on Monday we continue with

09:49

all other departments with our a teams

09:52

and our B teams and we'll progress as we

09:57

progress and get information from the

10:02

county and the governor to move forward

10:06

director's report the only thing on my

10:10

directors report is well I'm going to

10:13

switch it around a little bit just do

10:15

that on the quick stop first before we

10:17

do the discussion about the libraries

10:18

reopening plan draft basically library

10:22

improvements for the New York State

10:26

construction grant that's still active

10:27

on March 30th I applied for a six-month

10:30

extension on the remaining two projects

10:32

ideally through December 31st or 2020

10:35

the deadline to ask for the extension

10:37

was yesterday so I'm still waiting to

10:39

hear from the state to see if that got

10:41

approved or not either way once

10:43

construction reopens I'm gonna still

10:46

pursue getting trying to get those last

10:48

two projects done before the original

10:50

due date of June 30th and just for a

10:53

quick reminder that's the external doors

10:55

on the building and security cameras we

11:00

did complete the 2019 controllers report

11:03

after review by the board treasurer and

11:05

myself based on the information in the

11:08

2019 state report the Comptroller's

11:11

report was submitted on April 30th so

11:16

those are the two short little snippets

11:18

on my report otherwise we can go through

11:22

the reopening plan draft that the

11:25

library system and administration has

11:27

sent out to everybody I want to preface

11:29

this with it is an extreme draft form

11:32

there's going to be it's very

11:34

generalized it will change before we get

11:38

approval from the governor and the

11:40

county executive to reopen on any level

11:47

for a second hey we're getting a lot of

11:50

feedback yeah it'll cut down by that

11:59

time all right guys I'm on my phone and

12:02

I don't know where the mute button until

12:05

I get away from you would you like that

12:07

oh that's fantastic awesome thanks Jen

12:12

yep okay um so the basically the outline

12:16

of this draft is it explains the four

12:19

the other four phase four phases of

12:21

reopening that the governor has been

12:23

talking about at this point it has not

12:27

been decided what phase library goes

12:29

into just looking on the surface phase

12:32

four is arts entertainment and

12:34

recreation education it's the general

12:39

gist that the libraries do fit in there

12:41

however we we could fit into retail if

12:45

it got approved if we offer curbside

12:47

service which I'm totally down with and

12:50

there's all kind of all kinds of

12:51

protocols first for safety and such and

12:53

how to actually do this but that has to

12:57

be approved on this on the state and

12:59

county level before and anything would

13:01

go with that

13:03

and then the plan further goes into

13:06

there's four phases of reopening once we

13:10

do get the okay to go the first phase is

13:14

a pre opening plan

13:17

which would be at we get to that ok

13:24

first stage would be at 25% staff so

13:26

I've been told what that means for the

13:29

Grand Island library we have 17 people

13:31

on staff over there that would be no

13:33

more than four staff members in the

13:34

building at the same time so what that

13:37

means is a change in scheduling

13:39

schedules could not overlap they'd have

13:42

to be you know what but it up to each

13:45

other with the first wave leaving and

13:47

then the second wave coming in and

13:50

basically we would still be close to the

13:53

public this is where the curbside

13:54

service would come in would be on stage

13:56

one of this plan as well as yes does it

14:00

include Harold yes okay so definitely

14:11

especially since in the first part here

14:13

thorough thoroughly cleaning the

14:14

building with hospital-grade

14:16

disinfectant and basically making sure

14:19

that the building is ready to be in use

14:23

once we move on to the further stages

14:27

anybody going into a restaurant knows

14:30

what this looks like basically they've

14:32

got all the furniture over in the corner

14:35

it's roped off because they're trying to

14:37

you know for obvious reasons discourage

14:39

people from from meeting in groups

14:41

computers would be and basically that

14:46

they wouldn't exist for the public

14:46

during this stage everything would be

14:48

staff in the building prepping the

14:50

building and then offering some some

14:53

kind of curbside service any questions

14:55

on stage one just by looking at this

14:57

roof you know yeah you know it seems

15:00

kind of funny I can see you know

15:02

cleaning in between people using things

15:04

and touching things to have to disinfect

15:07

the whole building when nobody's been

15:09

there first oh you're sweet keep in mind

15:13

with that Jill um this is also a

15:15

possibility of having our book drop back

15:16

open okay which means that I'm possibly

15:19

contaminated stuff would be coming back

15:21

into the building and I the system

15:24

they've actually created a new materials

15:26

handling protocol and that would involve

15:29

quarantine items

15:30

as they come in for a certain amount of

15:32

time they're saying 72 hours is their

15:35

recommendation there won't be any

15:38

programming for a while so basically our

15:41

meeting room in this plan would it would

15:43

end up being a quarantine stage staging

15:46

area for materials as they come back

15:55

dick you're back on you're unmuted okay

15:59

thank you

16:00

yep a Brigid related to Jill's question

16:04

if no one's been in there and you're

16:07

going to quarantine the book drop stuff

16:09

in the meeting room mm-hmm

16:11

what's the reason to spend all that time

16:14

disinfecting things where it doesn't

16:17

maybe I'm missing something but uh um

16:19

keep keep in mind this is the this is

16:21

like extreme draft format option marry

16:25

genus this this is not a final document

16:27

okay Mary Jean is actually still looking

16:30

for feedback so I want as much feedback

16:32

from you guys as possible today because

16:34

she wants that by tomorrow at noon okay

16:38

and then I'll work on another draft and

16:47

so if it's a non-porous book like a

16:52

hardcover book because a lot of our our

16:54

books have plastic covers on them what

16:57

we were doing before we closed was we

16:59

were using a diluted alcohol solution

17:03

he's bringing on it and wiping them off

17:05

so we were doing that for the hardcover

17:07

books we were doing that for the DVDs

17:09

for the paperbacks or anything porous we

17:12

had to put them in cardboard boxes put a

17:14

date on them and then put them aside in

17:16

quarantine for a while at that point it

17:18

was ten days but under this current plan

17:21

and current guidelines they're saying 72

17:25

hours but those cover books nothing's

17:29

being done about the pages right and and

17:32

keep in mind that that was the procedure

17:34

before all this started and we know we

17:37

know a lot more now than we did back

17:39

then two months ago so basically the the

17:42

materials handling

17:44

at this point would be everything would

17:46

be going on on a table in the meeting

17:48

room and it would sit for it for 72

17:50

hours I guess from from the centers

17:53

centers for disease control that they

17:55

were stating that the best sanitizer

17:58

types of materials is time and that's

18:03

why I was asking why would you spend the

18:04

time to you know deep clean the whole

18:07

building when it's already had all sorts

18:10

of self quarantine here

18:12

the date is unwrapped as well this this

18:16

this was what we were working with a

18:19

week ago excuse me and another point

18:24

that Mary Jean brought up when she was

18:27

talking to the at board was that if you

18:30

need a place to store books while

18:32

they're in quarantine the conference

18:35

rooms and meeting rooms for libraries

18:37

may be used so there's going to be right

18:40

back and forth it's a it's a good safety

18:43

precaution to do it um if I could just

18:50

interject something Bridget um I'm

18:52

wondering if other libraries in their

18:55

relationship with their school districts

18:57

have thought of this yet since many

18:59

school districts are closing until

19:01

September 1 and things are limited I

19:03

know a lot of them invested in in many

19:05

cases multiple of the machines that do a

19:09

disinfecting of a very large room so

19:11

they've made these purchases of these

19:14

machines they do awful disinfection of a

19:17

large amount of square footage and I'm

19:20

guessing that they're currently not

19:23

utilizing those at least as much as they

19:26

were so I didn't know if there was talk

19:28

between the school districts and the

19:31

neighborhood libraries at all to

19:33

possibly rent or utilize those to make

19:36

effective use of time remember hearing

19:40

about anything like that at all I'm

19:42

jotting it down yeah so if you were to

19:45

bring it up at a larger library meeting

19:47

I'm sure some people say oh yeah we

19:48

started on the news most districts

19:50

purchased a couple of them and probably

19:52

like I said the curve of using them now

19:55

versus previous months or

19:57

in September there might if if your

20:00

phase one ends up happening over the

20:02

summer time it might be something to

20:04

pursue on a large scale some kind of

20:05

partnership or rental on that just

20:07

thrown it out there to look into yeah no

20:09

I'll definitely forward that to our

20:12

tourist system director because I didn't

20:13

even know that technology like that

20:14

existed okay Stage two of the internal

20:28

reopening plan would be at 25 to 50 to

20:32

50 percent staff I believe for Grand

20:34

Island that that would be um no more

20:36

than was it twelve people

20:38

no it was eight no more than eight staff

20:40

members in the building at the same time

20:43

basically that this is where social

20:47

social distancing would come in a little

20:49

more they would we would open up the

20:51

building to the public we have to be

20:53

extremely limited based on current based

20:55

on executive orders at that time and

20:57

we'd be able to start circulating

21:00

materials over the desk again

21:02

at this point the libraries is

21:05

purchasing masks and gloves and rubbing

21:07

alcohol hands hand sanitizer they're

21:10

also purchasing keyboard covers so it it

21:13

puts it puts a plastic barrier over the

21:15

cover so we can wipe them down more

21:17

effectively without damaging anything I

21:20

did a keyboard count the other day

21:22

basically we have there's 20 computers

21:27

in the library it would cut it down to

21:30

12 and that includes staff so I have

21:34

five computers for the staff to use and

21:36

there would be six I'm sorry seven

21:42

computers for the public my math may be

21:46

me but it would be cut down a lot yeah

21:52

it would be stiff checkout not self

21:55

checkout right both both we would be

21:59

able self check yeah luckily our two

22:01

self checkouts are far far far enough

22:03

apart that I can still keep them on oh

22:06

okay I thought it was something about

22:08

like touching you know because

22:10

you know there they try to make

22:14

everything touchless now like even with

22:16

curbside pickup no because he even even

22:19

with the cell checks I I have it is a

22:21

touchscreen computer so this is your

22:33

meeting room use restricted to

22:35

limitations as set forth by state and

22:37

county officials basically I'm gonna go

22:41

with the bullet point after that no

22:43

program schedules and no group gathering

22:46

so if I'm using the meeting room as as a

22:49

quarantine area for our materials

22:52

there's going to be no public use of

22:54

that meeting room until the library

22:55

opens and we get okay which means Mary

22:58

I'm gonna have to have a meeting with

22:59

you and the Friends board and we're

23:01

gonna have to talk about where you guys

23:02

fit into all this

23:03

because I've also been told if we

23:05

already use volunteers that would count

23:07

against the the staff members and in the

23:10

building so and and at this point

23:13

because this is so all over the place

23:15

I'd rather not I have volunteers in you

23:21

know just because I just don't know

23:23

enough yet to keep to keep everybody you

23:26

know 100% safe I have another question

23:29

yeah so if you could do self checkout is

23:34

are the sticks gonna be open or are

23:37

they're gonna be closed sticks where you

23:39

request your book and it's you know some

23:42

retrieves it for you I don't know the

23:45

answer to that yet basically but when I

23:48

go shopping at the stores

23:49

I'm keeping I'm keeping my eyes open to

23:52

see how they're doing stuff I look at

23:55

how Walmart's doing things every other

23:57

aisle they have a red square that says

23:59

do not go down and then the one next to

24:02

it there's a green triangle it says

24:03

enter this way so they're doing a flow

24:05

pattern with their with their aisles

24:07

that is that is a possibility that might

24:12

be something I'll tell Mary Jean as well

24:14

my concern is that they probably him

24:17

because they have own store security

24:19

cameras they could tell what's going

24:23

and like aisle three or whatever people

24:26

are you know congregating there or
24:29
whatever and they could send someone
24:31
over to politely but in a library it's
24:35
kind of hard to know especially when we
24:37
don't have our cameras yet we don't have
24:40
cameras and we don't have full staff
24:44
another possibility to rope off the
24:47
stacks and just just have it be a staff
24:49
area based on what what people are
24:52
asking for that is another possibility I
24:55
think when we do curbside service
24:56
that'll be the benchmark for how we move
25:00
into reopening so figure out curbside if
25:03
that works still offer curbside when
25:06
we're allowed to go to go to stage two
25:07
so that way it still gives gives people
25:09
you know an option to get things but
25:12

they don't have to come into the

25:13

building if they don't if they don't

25:14

want to I really think this whole

25:16

exercise is going to change the way that

25:19

that we do stuff over here

25:24

the concern really isn't the

25:27

congregating eye that is a concern but I

25:30

think the major concern is when you you

25:32

you don't know exactly what book you

25:34

want or what the tape or CD you want so

25:37

you may you may pull out five or six

25:40

different ones and then put them back in

25:42

and those tapes or books could be

25:45

contaminated that's where I think we

25:48

should hopefully we'll have a good

25:51

curbside service and we've had some

25:54

experience with it obviously with a

25:56

carpet situation and I think that's
25:59
the safest way of doing it yeah maybe if
26:04
you were going to let people browse you
26:07
hand out a pair or a disposable gloves
26:09
and the gloves are required while
26:12
they're handling the books and then you
26:14
have a disposal container right at the
26:16
checkout desk and you peel your gloves
26:18
off after that yeah my concern with that
26:23
is that we're gonna have limited
26:25
supplies for the staff so I would prefer
26:29
not not to get into providing items for
26:32
for the public on really at this point
26:35
restaurants have have been
26:37
throughout you know limited throughout
26:39
this whole thing stores have been most
26:41
people should should have those things
26:42

already if they're out and about and

26:44

doing things you know I I understand

26:51

this concern about browsing but you know

26:55

I think this is going this whole

26:57

experience is gonna change everybody's

27:00

frame of mind yeah because you could

27:02

browse online also that you know so I

27:06

think that people will you know start

27:08

thinking about what they want and you

27:12

know kind of browse online and amazingly

27:15

like let's say that you get an e D from

27:18

Barnes & Noble or Amazon or whatever are

27:21

you gonna need that this new book is

27:23

coming out all you have to do it's

27:25

really funny if you google the title of

27:28

the book it will come up on your screen

27:30

sometimes the libraries near you who

27:33

have the book and if internet that you
27:36
know without even looking at your
27:38
library that you know so I think that
27:40
it's going to you know things I think
27:43
might change permanently in our country
27:46
right I mean it's it's going to be the
27:48
biggest hindrance on those who are still
27:50
are comfortable using and unfortunately
27:55
with the nature of this thing and the
27:58
fact that we work in a building where
27:59
stuff is touched a lot by a lot of
28:02
people it comes down to help to health
28:05
and safety and at the end if it's not
28:06
safe for people to browse then we're
28:10
gonna have to offer limited services
28:12
until it is deemed safer it's gonna be
28:16
it's going to be a culture shock like
28:22

displays like in the library like say

28:26

it's October

28:28

you know Queens there so you maybe go

28:31

stories history stuff like that and you

28:33

have like a digital slideshow you know

28:36

kind of running so the patrons could see

28:39

it and they go so it's kind of funny

28:41

that you say that because I'm Pamela

28:43

email me or earlier this week and she's

28:46

she's been brainstorming ideas to do

28:48

summer

28:51

virtually I was talking to her about

28:54

possibly like making a couple videos or

28:59

something like basically what I'd like

29:01

to do is something stating look kind of

29:04

like the PowerPoint that I did for the

29:05

rotary yesterday yes like a slideshow or

29:08

something showing what our services

29:11

would be once we started reopening and

29:13

then there's going to be signage outside

29:14

the building you know if you know when

29:17

we start doing curbside if we could put

29:20

like a QR code on the sign itself so

29:23

that when patrons come they can scan it

29:25

and then the video pops up so I mean you

29:28

know we could do that with staff staff

29:33

suggestions new items coming out you

29:36

know that that's that sort of thing so

29:37

I'm willing to beta-test that see what

29:39

their responses and then I mean I've

29:42

learned how to how to make videos you

29:44

know panels learn how to do a whole

29:45

bunch of I mean I'm definitely coming

29:49

out out of out of my comfort zone with

29:51

all this with stuff that I'm learning

29:53

how to do so so yeah there's all kinds

29:55

of possibilities for that you know just

29:58

another thought to why we're thinking

29:59

about it you know adults certainly could

30:02

browse online and pick out books but

30:04

when you bring your kids to the library

30:06

you take them and they get to pick out

30:08

stuff based on color and airplane and

30:11

all that kind of stuff right so it may

30:13

be that they have to walk in and say you

30:17

know could you pick out six books for my

30:19

you know three-year-old or could you

30:21

pick out airplane books or something

30:23

because can you imagine trying to pick

30:26

out which specific books you want in

30:28

picture books for your kids online I

30:31

don't know I know and it's hard because

30:33

we do have a lot of homeschooling

30:36

families that come out come in and every

30:38

member of their family has a card and

30:40

the limit of 50 so they're taking

30:42

hundreds of books

30:43

I mean we're gonna mean before all this

30:47

happened our numbers were going up we

30:49

were doing really good so now we gotta

30:51

figure out ways to try to get a modicum

30:54

of that back so so unfortunately guys we

30:58

gotta do this in stages so excuse me

31:01

have you gone into the book drop yet

31:03

no because it's there's nothing to do

31:06

with it because I've had it close 17

31:09

yeah well that's what I wanted so would

31:14

you tell me when it would be an

31:15

appropriate time for me to comment on

31:17

that

31:20

okay I heard from Mary Jean that some

31:27

libraries already have open book drops

31:30

and is right and I'm not suggesting that

31:34

we do it but then she said that the date

31:37

for the ability to relax period or

31:43

whatever you want to call it no I thank

31:48

you do the due dates could be coming up

31:52

quickly okay correct the current due

31:55

date for everything checks out right now

31:57

is June 1st you know and I know next

32:04

week it's gonna be tomorrow is yeah you

32:09

know we're gonna hear more next week so

32:11

if it's deemed necessary to to extend

32:14

them the system does anybody ends up

32:25

with overdue materials because of this

32:28

when we were open and we start you know

32:31

interacting again I'm willing to work

32:33

with anybody well you're gonna probably

32:39

have to clear that with the system my

32:41

concern is that I I don't mind the book

32:44

drop being closed I take it that if we

32:48

wanted to we could drop books off at

32:51

libraries that do have open book drops

32:54

and then that they eventually would get

32:55

back to Grand Isle is that correct okay

32:59

Joe rush gonna be coming to help you

33:05

books because you're still going to be

33:06

at minimum you know minimum staff right

33:08

why phase one that's that's that's

33:13

another reason to reopen it and when we

33:16

get allowed to go go into

33:17

one because there won't be anybody

33:18

coming into the building and the staff
33:20
that's there they can focus on taking
33:23
care of those materials right and
33:26
hopefully phase one will start before
33:29
the due date hits so that you'll have
33:33
hopefully a week to two weeks before
33:36
that due date come so that you guys
33:38
aren't gonna get they'll used with book
33:41
returns and Mary Jean and and this the
33:44
Library System's administration's
33:46
they've been really good about that so
33:48
I'm confident that they'll extend it you
33:50
know if necessary in that situation all
33:56
right but I you know just I know you
33:58
will but it's just important that we
34:00
monitor that see so that you folks don't
34:02
get hit with a big you know deluge or
34:06

all at once because of a due date thanks

34:09

okay

34:14

any other questions on the stage to part

34:16

of this draft and moving down to stage

34:23

three that would be its 75% capacity and

34:26

actually that that's where twelve twelve

34:28

staff members at a time would be allowed

34:31

for our for our library stage three and

34:34

more opening to the public so this

34:42

section here gives me pause basically

34:47

reinstating me to room use reinstate

34:49

programs programming reinstate gathering

34:51

and reinstate outreach this is very up

34:56

up in the air and it is going to depend

34:58

on what is allowed at that time just

35:00

like everything else in this in this

35:02

document

35:03

I mean stage three mmmm this might not

35:06

even be doable

35:07

Stage three I don't I don't know yet and

35:12

it also says reinstate outreach well

35:14

obviously that has to mean that the

35:16

major outreach that Pamela and I do on

35:18

Grand Island is kiddos corner I the

35:22

golden age center I st. and st. Tim's if

35:26

they're not open I can't I can't do

35:30

anything

35:31

so this this is going to be a huge

35:32

coordinated effort amongst all the

35:34

library and all the community partners

35:36

as well well could you even do those

35:41

kind of things with only 75 percent

35:43

staff well I was looking at like my

35:47

staffing levels before all this stuff

35:48

happens I mean the most that we'd have

35:51

in a building at a time staff wise would

35:54

be like eight people and that would be

35:55

because there was usually an hour lapse

35:58

between the one shift and the other and

36:01

that actually worked out really well

36:02

because then if there was anything going

36:04

on in the building that day the morning

36:06

shift could tell the afternoon evening

36:08

shift hey this is what's up this this

36:10

this is what you got going tonight so so

36:13

yeah I mean I'll think that that would be

36:16

doable because it's just me and Pamela

36:18

doing doing outreach and we never did

36:20

our outreach at the same time so

36:22

basically it's gonna be between her and

36:24

I when I'm not there then she would be

36:26

in charge and that's how we were running

36:27

it anyway so I think we're we're in a

36:32

better situation staff wise than some

36:36

other branches especially the small ones

36:39

out and out in the South towns because

36:41

there's some situations where 25% of

36:44

their staff is one person yeah it's kind

36:49

of scary so the last part of this after

36:54

going through all these different stages

36:56

and learning how the building is going

36:58

to run under current guidelines would be

37:00

ideally stage four back to 100% staffing

37:04

having the building open unrestricted

37:08

library services I still think this is

37:11

going to look different than how it was

37:12

before

37:14

Bridgette this there's also a point if

37:18

I'm correct even though this is a plan
37:23
that Mary Jean is sharing I think each
37:27
board is required to come up with a plan
37:29
that needs to be approved but they're
37:31
not sure who has to approve it correct
37:33
so this is just a general outline was
37:37
reiterate again in draft form it's going
37:39
to change for the directors in the
37:43
system to start
37:44
creating a plan for their individual
37:46
buildings not everything this plan is
37:48
gonna fit every single building because
37:50
each as we know there's 37 buildings
37:52
they're all different so basically my
37:56
job is to figure out a way to do each
38:00
individual phase the safest way possible
38:03
so that staff is safe and community safe
38:07

so I have a separate document that's
38:10
about four pages long which is just me
38:12
brainstorming for each phase so we're
38:16
supposed to be some more meetings next
38:18
week and then we're gonna nitty-gritty
38:20
this down further so there's that plan
38:23
have to be approved by the board I would
38:26
like you guys involved in that yes okay
38:29
so so probably at the end of this
38:32
meeting if we want to set another
38:35
meeting because right now our currently
38:37
our schedule for the year doesn't give
38:39
us another meeting until mid-july so
38:42
yeah I definitely want to talk about
38:44
this more with you guys before mid-july
38:46
so so that's the end of this draft any
38:55
other questions this was the last part
38:58

of my report for this meeting I would

39:01

just say that once once you're

39:03

comfortable with your first draft get

39:06

that to us so we can start looking at it

39:08

so that when the time does come we are

39:11

prepared to execute it in a very timely

39:13

fashion there's also i I do got I do

39:17

have to make sure whatever I do meshes

39:19

with what the town wants for their

39:23

buildings also so far I haven't seen

39:26

anything out of the ordinary that we

39:28

aren't ourselves following you've been

39:32

copied on our protocols for our

39:34

buildings and our vehicles and we will

39:36

continue to do that make sure that the

39:40

you get those updates so Jen I don't

39:45

know if you have anything else to say

39:47

relating to that but I think that once

39:49

we see your draft Bridget we can as the

39:53

trustees there's a board look at them to

39:56

make some observations for

39:58

the next step which was which would be

40:01

looking at it making sure it's in

40:03

accordance what downtown's looking at

40:05

with the towns looking at and the safety

40:07

of our patrons yeah I would just add I

40:10

think the collaborative element has been

40:13

good so far Harold and Jennifer worked

40:16

great together so it's nice that we're

40:18

not both trying to tackle the same thing

40:21

in different ways but on things like the

40:23

plexiglass just working together to

40:26

source and order from the same places

40:28

but yeah as you into the town for that

40:31

because that that helped a lot and

40:33

Harold finished putting up the sheets in

40:37

front of the desk on on Wednesday so the

40:40

desk is that that part at least is ready

40:42

to go I did ask for a couple more sheets

40:45

so I could split up the desks in the

40:47

work room

40:47

so the town was gracious enough to give

40:51

us actually extra sheets for that as

40:53

well yeah so along those lines if

40:57

there's something you're coming up to

40:58

and we forget to check just let us know

41:02

when you're facing something that we

41:03

might be as well because we might be

41:04

having the same conversations just in

41:06

different circles and if we can

41:08

replicate what we're doing and it seems

41:09

to UM abide with the rules and could be

41:11

helpful to you we just if we forget to

41:13

ask let us know okay but let us know

41:15

what you need and we're here to help

41:17

because we value the library and visit

41:20

the library just as much as a residence

41:21

so yeah we want to help you in any way

41:23

we can so we're with the plan that

41:28

you're gonna take a first draft at are

41:30

you thinking of taking it to the level

41:32

of real detail like you know if a patron

41:36

uses the self-checkout then when they're

41:39

done you know someone will wipe off the

41:42

computer screen before the next person

41:44

uses it and then you know just each of

41:48

those things that you know come into

41:50

play and you know kind of like it worked

41:53

we would write an SOP you know what I

41:55

mean they're kind of small support

41:57

documents that come under the plan

41:59

rather than try to jam everything into

42:01

the plan but I didn't know you know how

42:04

much you would you would be thinking to

42:06

put in there in terms of all these kind

42:09

of minutiae things that are going to be

42:11

all part of the new

42:12

procedure to make sure that everything's

42:14

being cleaned and taken care of

42:17

I mean I'll I'll do my best to inform

42:20

the staff as much as much as possible I

42:23

mean there's definitely going to be

42:25

situations that come up we're not even

42:27

going to think about like like for now

42:30

scheduling is going to be an issue well

42:35

not an issue like I said I think we're
42:38
in a better situation than other
42:40
branches but I'll have to make a
42:42
bathroom cleaning schedule and figure
42:44
out who's who's willing to jump in on
42:46
that I'll have to have to figure out if
42:48
we're sticking to our regular hours or
42:51
if we're gonna cut down hours during
42:54
phase one and phase two you know so that
42:57
I have to see what what makes sense
42:59
basically it looks like from this plan
43:02
and I'll double-check with Mary Jean it
43:04
looks like they are allowing us to
43:07
suspend New York State minimal standards
43:10
as far as hours so not that I want to do
43:15
this but I there's so many unknowns with
43:19
this and I gotta go and hang out a
43:21

couple dresses this so yeah it's gonna

43:26

be an acumen that is going to be changed

43:29

and you know weekly I mean there's

43:31

things that we have taken our protocols

43:34

and they have changed by the week by the

43:37

day something else comes up and we

43:40

changed the way that we do it so it it's

43:42

going to have the same kind of

43:43

flexibility that it's not cast in stone

43:47

it's gonna be worked on continually know

43:49

well and even just like quarantine in

43:52

the books you know is that something

43:55

we're going to have to do through all

43:57

four phases are we gonna have to keep

43:59

doing it forever till you know this

44:01

infection disappears and and settles

44:04

down does that mean we won't have the

44:06

the meeting room even available cuz it's
44:08
gonna be our quarantine Center exactly
44:11
yeah yeah we're gonna have to look at
44:16
the physical operations of the library
44:18
in the room and figure that out the
44:22
other thing that this plan doesn't
44:26
addresses the doomsday scenario where
44:29
you start to open up and then the
44:32
infection rate increases and you have to
44:36
cut back again like how you would
44:39
proceed well I guess it's just that you
44:42
go back to where we are now if I think
44:45
that would be a whole different list
44:47
list of protocols from this from this
44:49
document well yeah we probably will have
45:00
to address that we I would think so yes
45:03
well the ham the hammer would be coming
45:06

down again from the from the state in

45:08

the county that due to an increase by

45:12

whatever percentage things are closed so

45:14

we would be going back to square one and

45:17

probably you know from phase one two

45:20

three and four we would just revert back

45:22

to the best practices to keep everybody

45:26

safe

45:30

you know from allowing people to browse

45:33

the stacks to back to only curbside

45:36

pickup you know you would I really think

45:40

that curbside pickup if we could get a

45:44

good flow with that I if we can get that

45:47

going really well I can totally see me

45:50

keeping that even if we go and you know

45:52

we we get to phase four you know there's

45:57

a lot of people who I've seen you know

45:59

going into the library to borrow books
46:01
who barely could make it out of their
46:03
car and into the library nice to give
46:07
that service for them all the time
46:09
although going to the library also like
46:12
if you do have trouble mobility issues
46:16
also is a good way to see other people
46:20
but they could make the decision
46:22
themselves so on the other end of the
46:25
spectrum it wasn't too many years ago
46:27
that I had with my youngest in a car
46:31
seat and just being able to have a
46:34
delivery for that cross-section of the
46:36
population I'm sorry curbside pickup
46:39
to not get the kids out but still be
46:40
able to put resources into their hands
46:42
it could really help that population as
46:44

well it's like it's it's just because

46:47

we're so used to how things were

46:48

two months ago like I really I would get

46:52

get people asking for that I'm like I'll

46:54

do it I don't care you know but it's

46:56

like it never it just never occurred to

46:58

people to ask for it before you know and

47:01

and like because like I I would be

47:03

standing in the doorway watching

47:05

somebody struggling to get out of the

47:06

car using their cane coming in

47:07

everything and I go you know you you can

47:08

call i'll take stuff out and and they'll

47:11

always like nope nope I got to do this

47:13

it was it used to be like like one of

47:15

those things but I just think it's

47:17

something that we never it never

47:20

occurred to us to offer it because that
47:23
wasn't our mindset so there's gonna be a
47:26
lot of changes coming through favorite
47:30
it when we're doing the carpeting and we
47:32
had limited pick up based on twinkles
47:35
requests and you were doing it from the
47:37
lobby they actually come in and use
47:41
their library card and did you scan that
47:43
as all happens to check it out to you
47:45
them so how would you actually sign the
47:49
book out to the person suppose I went
47:52
online I requested such-and-such and I
47:54
decided I was gonna go pick it up
47:56
tomorrow when I was out and I'm gonna
47:59
have to be full of phone call based okay
48:02
so there was not at least a notice
48:05
outside or notice on our website that
48:08

says when you get to the library call
48:10
the library number and then the library
48:14
staff would locate the books for the
48:17
person yeah it would be one of those
48:19
like like I placed my my curbside order
48:23
for jo-ann's given all the other stuff
48:25
is online you know but it says hey here
48:28
goes an email okay we received your
48:30
order okay your order is ready for
48:32
pickup and then they'll give you a phone
48:34
number call call when you're outside let
48:37
me know what car you have you know have
48:39
your your license so I know that I'm
48:41
giving you the right stuff when they
48:43
call ahead of time they'll have to give
48:45
us their library card and we'll check it
48:48
out beforehand I mean yeah
48:51

it I I don't I don't see this I'm the

48:55

procedure is is simple to me it's gonna

48:58

be the volume and making sure that that

49:00

I have enough staff you know that can

49:03

that can accommodate so I was just

49:07

trying to figure out the mechanics of it

49:09

cuz you know unlike Joanne's you give

49:11

him your credit card on the line you

49:13

know what I'm on line and then you know

49:15

it's all ready for you to pick up and

49:16

you're done but the library you have to

49:18

check it out so you have to have their

49:20

library card right yeah well there's

49:23

ways you could either do that like give

49:25

your number ahead of time if you

49:28

couldn't do that couldn't you use like a

49:30

portable scanner like you know the I

49:34

don't know because now like it went
49:42
means you could just go and I even done
49:45
it because they've been in Wegmans but
49:49
apparently what they said is you put the
49:51
things in your card and as you put a
49:53
menu scan them and you just walk out
49:56
well they could tell you know it's like
49:58
usually you know you're you do it all on
50:00
your cell phone anyhow but like I know
50:04
you how do you do your inventory without
50:06
a portable scanner and basically we have
50:17
they generate reports downtown we get a
50:21
list and then the pages go out and hand
50:24
look for everything
50:26
oh so basically a couple years ago that
50:29
they sent when RFPs for a new integrated
50:33
library system that included those
50:36

options it hasn't happened yet this

50:45

could be the big catalyst and the change

50:46

of the infrastructure of how libraries

50:49

are operated and that that happens and

50:51

oh it's are we gonna be a cell phone app

50:53

you know next week that's already ready

50:55

to go and you know but we're just having

50:59

we're just gonna have to look at what

51:00

you're gonna propose to us now we're

51:02

you're opening and

51:04

and then adapt as we go along correct so

51:10

yes so once once I get a fate of Phase

51:13

one plan going then I would like to do a

51:16

meeting with you guys again hack it out

51:18

see what I'm missing and make sure it

51:20

jives with what the town is coming up

51:23

with as far as protocols anybody else

51:29

got anything on that no we go to the

51:32

next item on the agenda there was the

51:34

last item on the agenda

51:35

unless there's women friends no we're

51:40

good we'll just figure out where if any

51:43

place there is to fit in if we're not

51:45

open I don't see the friends being there

51:47

yeah I'm eating this Cup is coming up

51:50

with us variables and also friends could

51:55

be very important to rolling out

51:58

whatever we're going to do as far as we

52:00

open with curbside pickup and we're

52:03

gonna have to get different ways of PR

52:06

out there through different

52:07

organizations you know so there's I'm

52:10

sure that we'll be counting on on the

52:13

friends and also our website the town's

52:16

website the rotary website you know so

52:22

that that plan will be evolving also can

52:27

I just mention something on Act I can't

52:29

read the I don't know if it's okay I'd

52:34

just like to say something about Act

52:37

okay

52:40

we met react board met yesterday and

52:45

with Mary Jean and actually we met I'm

52:49

sorry we met on Monday and she reviewed

52:52

with us what you what she had discussed

52:56

with the 37 branch directors and then we

53:02

decided whether you know how we would

53:05

have our next meeting and when it would

53:07

be and we were thinking that we would do

53:10

a zoom meeting but we're gonna send a

53:12

survey out a survey out to all the

53:17

trustees

53:18

to see how they felt about a meeting

53:22

what time of day would they want the

53:24

meeting and were there any topics that

53:27

they want to discuss so that that survey

53:30

will be coming out you know in a week

53:32

but I was just curious just quickly if

53:36

how you feel about having an act meeting

53:40

would you attend a virtual meeting at

53:44

the end of June and if you had a topic

53:48

that you might think would be relevant

53:50

for that meeting I'd be interested to ya

53:55

participate and I think the the biggest

53:58

questions from everybody is going to be

54:00

how are we going to open and operate by

54:04

June who knows who knows where we're

54:06

gonna be so if you had questions they

54:10

could be submitted and then we could

54:12

just put up an agenda and go around the

54:14

room or just run it because we can

54:18

handle up to 100 people we normally

54:20

don't get a hundred you would probably

54:23

be able to either join access it from

54:27

your home or if libraries were allowing

54:31

groups to meet by the end of June and I

54:34

question that now boards might want to

54:37

just meet in their own meeting rooms and

54:40

take part in the meeting to the extent

54:43

that board members from each library

54:45

would want to so we're gonna be sending

54:49

this out in about a week ten days and we

54:52

hope that you'll respond one other thing

54:56

and we were fortunate yesterday to have

55:00

Brigid give us a very interesting power

55:02

presentation at the Rotary Club on the

55:05

use of the website and the different
55:08
programs that are available I I don't I
55:12
think it was recorded Bridgette and if
55:15
it was I didn't know if we might want to
55:17
put it up on our our portion of the
55:21
system website for people that might not
55:24
be totally familiar with how to access
55:27
certain things getting getting library
55:29
cards even
55:31
and and that might be accessible to I
55:35
just throw that out for comment good
55:38
idea if you have any interest of
55:41
expanding that even more not knowing was
55:44
it a if we wanted to edit to the town
55:47
website gonna do to you jump yeah
55:50
depending on if you want to or not yeah
55:53
that's fine I I made it I made it very
55:55

general and I made it as user-friendly

55:57

as possible so that there's there's tons

55:59

of links in there so people can just you

56:01

know go to the things that would be

56:03

really great for our community okay I'll

56:06

send it to you okay any old business

56:09

anybody have any other new business

56:18

was there a didn't I see something from

56:21

Mary Jane come out about May 20th yes

56:30

and I think I went to everybody on the

56:32

board Italy I have nothing else so we

56:45

need to come up with their if you want

56:46

to meet after June first

56:53

I bet it's pretty open I just don't know

56:58

what day do you want stick to us first

57:04

Thursday June 4th we can do this

57:09

whatever you want not going anywhere or

57:18

do you want it you want feedback and
57:24
whether you want to because if you send
57:27
your draft out you know we can start
57:29
commenting to you you know and certainly
57:32
you know within a week or two whatever
57:34
you know it would be helpful for you and
57:37
then you know if you want to have a
57:38
discussion on June 4th that certainly
57:41
could work you know what why don't we go
57:44
for Monday
57:45
first how's that because they'll give us
57:47
two weeks it's okay
57:49
that's a town board meeting night of
57:56
course okay so why don't we keep it on
58:01
the fourth all right it's three weeks
58:03
from today
58:04
yeah and then if you know I mean
58:07

obviously it's deemed out that we need

58:14

one sooner than we can five five o'clock

58:23

yep that's fine okay I'll put it in my

58:27

calendar now give yourself that

58:31

30-minute reminder dick oh absolutely

58:44

okay if there's no other comments does

58:47

anybody have any comment for the good of

58:50

the group

58:50

yeah I I would just like to thank

58:52

Bridgette it has to be very stressful

58:55

for you Bridget and we certainly

58:57

appreciate what you're doing thank you

59:08

the two of them are a dynamic duo when

59:11

we're very fortunate to have both of

59:13

them some of the programs that are on

59:15

this that they have clips to on this

59:20

what Yuma called the zoom meeting are

59:22

just out of this world fantastic is for

59:25

kids and for other people and as you

59:28

know Sal is my ingredients to make my

59:40

racket see a virtual meal

59:53

all right I'll entertain a motion at

59:55

6:06 to adjourn and

59:58

I smacked my pants second is my Jill any

60:03

further discussion