

Exeter Library Association Board Meeting

July 13, 2020

Roll Call Attendance:

Board Members:

Heather Saboori present

Jacki York present

Todd Dierkscheide present

Liz Stavenski-Bell. present

Denise Darrah. present

Cortney Bowman. present

D. Michael Bennethum. present

Mandy Stanley Miller. present

Others: Darlene Mest, Mallory Hoffman, Mariel Jordan

Heather had Mariel introduce herself. Heather will be forwarding her resume to board members for consideration.

- I. Meeting Called to Order at by Heather Saboori at 6:33
- II. Approval of Minutes Motion by Liz, Second by Cortney
- III. Library Director's Report

Written report was sent to the board members

175 curbside pickups since June 22

Looking into a family book club

Waiting for children's library carpet

The library remains closed, but we are offering curbside pickup by appointment. You can

place holds online at berkslibraries.org/exeter, by phone, or by sending requests through this email. The library staff will contact you by phone (or email if they cannot reach you) once your item(s) is ready for pickup. Thank you.

IV. Friends' Report

Charlene was not here. Books donations are being accepted on Mondays from 10 to 1

V. Treasurer's Report

Treasurer's report will be sent as soon as Todd receives the June financial details

VI. Presentation of the Bills Bills will be approved next month

VII. County System Update Next meeting August 19

VIII. Committee Reports

A. Advocacy

Heather discussed that there is a lot of information being sent from the county. Perhaps we can get it sent to just one person on the board rather than all of the members since it is a large quantity of material. Mallory and Denise will work on getting it sent to just the County Library representative, which is now Denise.

Also Heather reminded board members that two people per year must go to County Library training sessions.

B. Fund-Raising

Moes and Sweet Ride is June 24th. The eventual goal of the committee is to schedule 3 to 4 fundraisers a month.

C. Personnel

Mallory and Liz are meeting later this month to touch base

D. Property

HVAC is still being worked on

Children's library carpet has been ordered

E. Finance

Scheduled to meet July 21 to review budget, financial status and new budget for 2021. In the middle of an annual audit. Looking at the PPE program and the rules for getting forgiveness.

F. Technology

Zoom issue in story time. Handling it by having people register the night before. The host has the ability to shut it down. Participants come in to the meeting muted, the host can sign them in and allow them to unmute. Zoom story times required a password and a meeting room.

G. Policy

Pandemic policy to be discussed in new business

H. Search

No report

IX. Strategic Plan Update

Will approve the mission statement next meeting

X. Unfinished Business

a. Flooring in Children's Library

Ordered and waiting

Mallory needs to get a copy of the bill to the board so the expense can be approved at the next meeting

XI. New Business

a. Pandemic Plan

Written plan attached to the agenda of this meeting.

First reading this meeting. Will be voted on next meeting.

XII. Board Member Comment

Heather is working on writing some by law amendments to address Zoom meetings since they are not addressed currently. Question about whether we are governed by the Sunshine Law and whether or not that must still be included in the bylaws.

Todd addressed the fact that there should be some discussion on who has decision-making powers during emergencies such as the Covid 19.

Questions on reopening date by Mike. Mallory is waiting for a date from the carpet people. She does not want to open and then have to close again. Could we do limited openings to allow people to use the computers? Also perhaps we need carts for the computers and

have people sign up for them. Mallory will look into these questions. Currently libraries that are opening are having trouble with the mask mandate. Decided we need to keep abreast of current conditions in making the decision to open up. Cortney added that Barnes and Noble is having difficulty in opening because people are looking at books and not putting them on a table to be quarantined. That could be an issue for us also.

Liz inquired if Mallory has enough cleaning supplies. The answer was yes. The plexiglass shelves are on site, but not set up yet.

XIII. Public Comment

XIV. Next Meeting: Monday, August 10, 2020 at 6:30pm

XV. Adjournment Motion by Liz , Second by Todd to adjourn at 7:18 pm.