

ADA PUBLIC LIBRARY BOARD OF TRUSTEES
June 15, 2020 – 9:00 A.M.

The Ada Public Library Board of Trustees met in regular session on Monday, June 15, 2020 at 9:00 a.m. via Google Meetings.

Roll Call: Erin Chrissobolis, present; Connie Fleming absent; Steve Johnson, present; Jamie Wills, absent; Noah Ristau, present; Bethany Spieth, present; Ann Donnelly Hamilton, present.

The minutes of the May 18, 2020 Regular Monthly Meeting were approved by the Board as previously distributed.

Jamie Wills arrived at 9:08 a.m.

FISCAL OFFICER REPORTS:

- A. The Fiscal Officer presented the Financial Report which includes a Receipts report, Payment Report, Income Statement, and Bank Reconciliation (see attachment A). Additionally, the Fiscal Offer reported the PLF revenue for June as \$15,927.17 from Hardin County and \$634.45 from Hancock County.

After discussion, Erin Chrissobolis moved, seconded by Noah Ristau to accept the fiscal officer's reports. Roll call: All yea. Motion carried.

CORRESPONDENCE: Jamie Wills commented that she had received a note from the former Fiscal Officer, Janet Klinger thanking Jamie for the pictures that she had sent.

DIRECTOR'S REPORT from Rhett Grant (see attachment B). Additionally the Director reported:

- The Director commented that they have been servicing approximately 10-15 patrons per day through curbside service.
- Materials that are being returned through the bookdrop are being quarantined for 72 hours before being cleaned, checked in and shelved by staff.

YOUTH SERVICES COORDINATOR'S REPORT from Walton. (no report was presented).

COMMITTEE REPORTS:

Steve Johnson – Chairperson—Building & Grounds. **Nothing to report.**

Connie Fleming – Chairperson—Audit/Finance/Investment. **Nothing to report.**

Jamie Wills – Chairperson – Publicity-Library Relations/Services (includes

Employee Recognition). **Jamie commented that flowers had been purchased for the Stambaugh Grave.**

Rhett Grant & Nancy Stauffer – Chairpersons – Records Commission. Nothing to report.

Noah Ristau– Chairperson - Personnel Committee (includes legislation). Nothing to report.

NEW BUSINESS:

Reopening Plan. The Director present the Reopening Plan to the Board. The Board discussion included many questions:

- Should unsupervised children be all allowed in the library?
- Should we require the use of masks and hand sanitizer?
- What is building capacity? The plan limited building capacity to 20 people. Board members express concern that the capacity of 20 patrons seemed to high.
- How long should patrons be allowed in the building?
- Should patrons have to register or set an appointment to visit the library? The Director commented that he was aware of another library that had tried setting appointments and their library usage was very low.
- Does the library plan on using social distancing 6 foot floor markers and directional arrows?
- The Director commented that being open to public would allow patrons to have accesses to the whole collection and it is hard to justify to the public why the library is still closed when other business are opening.
- Board members expressed that the library should continue curbside service even after we reopen.
- Could some library services be provided outside with social distancing? The Director commented that the summer reading program will be ran online with virtual programs and performers.

The Board concluded that the Reopening Plan should be revised to include a very specific step by step guide for reopening so patrons know exactly what to expect. The Reopening Plan was tabled until the July Board meeting.

At 10:07 a.m., Bethany Spieth, declared the meeting adjourned.

Bethany Spieth
President

Jamie R Mills
Secretary