

MINUTES OF THE DAVIESS COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MONTHLY MEETING

May 20, 2020

Members Present: Michelle Drake
Rodney Ellis
Jim Kuhlman
Susan Gesser

Members Absent: Beena Vora

Others Present: Erin Waller, Director
Debbie Young, Business Manager
Charlie Castlen, Fiscal Court Liaison

The virtual WebEx meeting was called to order by President Michelle Drake at 5:00 p.m.

Michelle Drake called for the approval of the minutes of the April meeting. Hearing no comments or corrections, Jim Kuhlman made a motion to approve the April minutes as presented. Susan Gesser seconded and the motion carried unanimously.

Rodney Ellis presented the Treasurer's Report. He went over the April, 2020 financial report including the receipts and expenditures for the month. Hearing no comments or corrections, Susan Gesser made a motion to approve the financial report and expenditures as presented. Jim Kuhlman seconded and the motion carried unanimously.

Rodney Ellis presented the 2020/2021 Budget. He went over the proposed revenue, expenditures and capital projects. After the Board reviewed and discussed the budget, Susan Gesser made a motion to approve the 2020/2021 Budget as presented. Jim Kuhlman seconded and the motion carried unanimously.

Mrs. Waller presented the Director's Report and discussed the following:

- During Tuesday's Governor's daily address, he reported that libraries could open on June 8 following certain guidelines which are not yet published. We hope to be ready to be open on that date. We expect the Library will only be able to have 33% occupancy. The Library's current capacity is about 550 patrons and would go down to about 150 patrons with social distancing rules as well as no gatherings over ten people. The Library staff has been continually working on disinfecting all areas, separating and spreading out furniture, and ordering all needed supplies, such as masks, gloves, acrylic dividers, floor labels and signage.
- The Library has resumed Curbside Pickup for materials. We expect to continue this after we are open and encourage patrons to continue to use the service.

- We are not sure of the hours the Library will be open or if we will limit the patron's times in the Library yet, as we will need to review any special guidelines once they are released.
- There has been a lot of controversy and varying opinions on the disinfecting of materials. We are quarantining material for 24 hours before checking in and shelving. All materials for holds are being wiped down with disinfectant.

Michelle Drake asked Mrs. Waller to continue to keep the Board updated on the progress of opening the Library. She also asked Debbie Young to poll the Board Members next month when emailing out the Board packets as to whether they would want to continue the virtual board meetings or go back to in-person board meetings.

Jim Kuhlman inquired about an update on the progress of the Strategic Plan. Mrs. Waller replied that with everything going on that there has been no further work on the Strategic Plan but once some normalcy returns, it will be a priority.

There was no Old Business.

There was no New Business.

Michelle Drake called for Public Comment. Charlie Castlen apologized for missing the last virtual board meeting.

Having no further business to come before the Board, the meeting was adjourned at 5:30 p.m. The next meeting of the Daviess County Public Library Board of Trustees will be on Wednesday, June 17, 2020 at 5:00 p.m. It will be determined at a later date whether the meeting will be at the Library or a virtual meeting.

Michelle Drake

by DG