

APPROVED 6/24/2020

**LIBRARY BOARD OF TRUSTEES MEETING
WILL BE HELD BY JOINING INFO:**

meet.google.com/dzs-vtrd-frg

Join by phone +1 845-4028687 (PIN: 663420601

Notice is hereby given that the regular Library Board meeting will be held by above info. Public participation will be allowed.

This change is in accordance with Governor Whitmer and the Michigan Department of Health and Human Services' recommendation designed to help prevent the spread of the Coronavirus Disease 2019(COVID-19) and in conformance with Executive Directive No. 2020-2.

For current and up-to-date information regarding the Coronavirus visit <http://Michigan.gov/Coronavirus> or <http://wwwCDC.gov/Coronavirus>

LIBRARY BOARD OF TRUSTEES MEETING

MAY 27, 2020

MINUTES

I. CALL TO ORDER –

Meeting called to order at 7:30 pm by Powers.

Members present: Powers, Weins, Lisica, Steffey, Duhaime

Library staff present: Director, Thomas, Assistant Director Goike (joined at 7:45)

II. APPROVAL OF AGENDA

Motion made by Weins to approve agenda as presented, 2nd by Lisica. Agenda approved.

III. APPROVAL OF MINUTES

Motion made by Weins to approve minutes as presented, 2nd by Powers. Minutes approved.

Public Discussion

This is an opportunity to comment on items that are not on the agenda.

Comments need to be addressed to the Board.

If you wish to be heard on any agenda item, please identify yourself and give agenda item

FINANCIAL REPORTS

A. Monthly expenses and revenues – as of 4/17/2020

Upon review and discussion, Weins made a motion to accept financial report as presented. 2nd by Lisica. Motion approved.

B. Monthly fund report – City printout – as of 5/21/2020

Received for period ending May 31, 2020

C. City Treasurer report –

Not available.

IV. BUSINESS

A. OLD

1. Hoopla

Thomas proposed offering a digital media service called Hoopla that allows borrowing thousands of movies, music, audiobooks, ebooks, comics and TV shows to enjoy on your computer, tablet, phone or TV. Titles can be streamed immediately, or downloaded to phones or tablets for offline enjoyment later.

Costs and features were discussed. Motion made by Steffey to do a 3 month trial and 3 item limit per person, 2nd by Weins. Motion approved.

B. NEW

1. Approval of **MacDonald Public Library COVID-19 Preparedness and Response Plan**

Draft document on staff safety measures and strategies regarding issues with COVID -19 were outlined. Thomas gave background on the development of the plan which included meeting with city hall administration as well as the guidelines from the State, Michigan State Library. After discussion motion was made by Lisica, 2nd by Weins to approve the draft plan. Motion approved.

2. Discussion/Approval of **Library Reopening Phases for staff and public**

Draft document was presented by Thomas. There are 5 phases which were examined and were based on examination of planned activity by other SLC libraries. Motion made by Lisica, 2nd by Weins to approve the draft. Motion approved.

3. Budget

Thomas noted request from city to provide a budget post the shutdown. She stated that the library operates on 1.29 mills even though there is a voted 2 mill operating budget due to the Headlee amendment. Penal fines (Revenue line item – County Contrib) will also be lower. State aid is expected to be lower due to the COVID-19 situation.

C. OTHER

V. ANNOUNCEMENTS, INFORMATION, ETC.

A. Friends report – M Willis

No current activity is planned due to the COVID-19 situation.

B Supplies/Grant

Thomas noted that the Michigan Library provided a grant to supplement purchase of virus safety supplies. Money is being provided through the CARES Act from the State of Michigan to the Library of Michigan.

C. Donation report - \$61,359.00

D. OTHER

ADJOURN

Meeting adjourned at 8:30 pm

NEXT MEETING DATE – JUNE 24, 2020 at 7:30pm