

Library Board Meeting June 8, 2020

Meeting held at Library

Call to Order: This is an open meeting of the Arapahoe Public Library Board. The Arapahoe Public Library Board abides by the Open Meetings Act in conducting business. A copy of the Open Meetings Act is available at the library's front desk.

Called to order at 7:01

Roll Call: Benita – Present, Carrie- Present, Patrick – Present, Kylea – Present, Donnie – Absent.

Jennifer Director – Present
Troy City Council – Present

Minutes and Approval

Accept minutes from the month of May

- Patrick motioned to approve and Carrie second the minutes

Treasurer's Report

Accept Treasurer's Report for the Month of May

- Reviewed financial packet from the City Office as well as bills paid and petty cash
- Motioned to approve by Carrie and second by Kylea

Old Business

Discussion of hiring new staff member

- Two strong candidates have applied. Jennifer will interview and then move forward from there.
- Jennifer will let us know when they are scheduled and get back to the board to see if someone can sit in on the interview with her.
 - She will coordinate with Patrick & Kylea

Re-opening the library to the public

Combined with below topic: Discussion of moving the library during renovation

- Talked about using the legion hall for this space and how its limited space. Jennifer measured and knows how much she can take.
 - 1 computer will be for the public and we'd have to set time limits on this.
- Move before we open back up
- COVID19 –
 - Tape on the floor for 6ft apart
 - Place books in bin when return so they can be wiped off
 - Can we have half capacity vs 25 people
 - Troy thought we should be able to do this

- What are others doing?
 - Trusting the public and opening up
- Masks – do we require this?
 - Or do we just ask people to maintain social distancing?
- Plexiglass screen?
 - There is a care grant we can apply for
 - Jennifer said this grant isn't too bad to apply for.
 - Patrick mentioned looking into the care grant!
 - Benita will ask Loris about where the store go theirs
- What guidelines should the library follow?
 - Good hand hygiene
 - Disinfectant wipes at Dollar General
 - Tape on the floor
 - No drinking fountain
 - What about public using the restroom?
 - Patrick mentioned this might not be a bad idea with one person in at a time
 - Family coming in together?
 - 1 person per family
 - Hand sanitizer when they enter
- Hours: M-F 1-5
- When should we move in to the legion hall?
 - Donnie said a couple of hours for phones/internet to get set up when Jen talked to him about it
 - 2 weeks
 - Jennifer thought if they could get help this will work
 - Benita mentioned John Strand mentioned the HS boys may be able to help from some community service!
 - When will the 2 weeks start?
 - Soft opening for 2 weeks
- Where will everything else go?
 - Looking into a storage pod
 - Troy will ask Greg about storage pods tomorrow night!
 - He will also ask if the city will cover this cost
 - Sr. center said they could take some in the north side
 - Couldn't block the bathroom or office
 - Chuck mentioned his building as well

Librarian's Report

- Jennifer reviewed these updates
- Benita updated us on the Foundation meeting from today

- They are discussing sending out a letter during the fall asking for donations
- Talking about separating the Gala and the Foundation
 - Gala getting a 401C
 - Jennifer is going to talk to Julie about this and how it likely wouldn't work as the Foundation is a non-profit

New Business

Discussion of moving the library during renovation

- Discussed above

Set date for Orientation Meeting for new board members

- We need to work on the budget for next year
 - We need to set a date to talk about budget and orientation for the board.
- We will go over all major documents including the budget at an orientation meeting
 - Thursday June, 25th – tentative date
 - 7pm
 - Board members only as it is just an orientation meeting

July:

- Should we watch another education video for our hours before the next meeting?
 - We will wait until August
- Meet with financial committee instead of the entire council
 - Jennifer & Patrick will do this

Agenda Item

Public Comments not allowed during this meeting as per NE State Statute 84-1412 Subsection 2

- This was addressed at 7:02
- Next month we won't be able to be in the Library so maybe the council room for that meeting or another location
- Can we do something in this building once it is all empty? One last "church" service in this building since it was the old Peace Lutheran Church.
 - Jennifer will look into this

Adjournment

Meeting adjourned at 8:00 by Carrie & second by Kylea