

Meeting of the Library Board of Trustees

June 17, 2020

Meeting called to order at 6:02

In attendance: Yong Hansen, Dan Wilson, Alice West, Matt Flynn, Nicholle Todd, and Amanda Peña. All observed the Covid-19 guidelines of distancing and wearing protective masks.

The Open Meetings Act was noted on the North table.

Public Comments: no public comments were made.

Approval of Agenda: Dan Wilson motioned, Nicholle Todd seconded, approved by all.

Approval of Minutes: May 20th meeting minutes were reviewed. Yong Hansen motioned; Matt Flynn seconded, approved by all.

Financial Report: Amber Peña, Library Director, presented the Financial Report of May, 2020 for Board Members to review.

Director's Report:

- **Special Funds Balance 05/1/2020-05/31/2020:** Reported ending balance of \$10,189.50.

- **Technology:**
 1. Terry Moran has finished setting up the 3D printer on the right side of the check-out counter.
 2. Amanda reported that she has started the process of renegotiating the library's contract with Access System. Access System will be raising the library's fee for their services. Amanda is working on finding a new company to handle our computers and IT.
 3. Amanda would like to clean-up procedures for our library's cataloguing. She has found out that many different systems have been used in the past. She is looking into taking training in cataloguing. Amanda would share with all staff. She voiced the importance of cross-training staff and all staff using the same method of cataloging in our Ashland Library.

- **Programming:**
 1. Tanya McVay started on June 1st a Summer Reading program for the library's patrons using Reader Zone. So far, 115 patrons have signed up for the reading program.
 2. Tanya has been working on programming that the kids and families can come and do outside while the library is closed.
 3. Tanya has been trying to make daily posts on the Library's website and Ashland's Community Board (Facebook).
 4. Clara and Jay Hansen have been working on trainings on Nebraska Access Training site.
 5. Library patrons wanting books, audiobooks or movies should continue to use the curbside delivery.

- **New Business:**
 1. The City of Ashland has ordered a "spending freeze" to continue to be in effect at this time because of Covid-19.
 2. Full opening of the library is still on hold. Many rules would need to be implemented and in place before complete opening the library would happen.
 3. On June 22, the staff will start opening the library by setting up 30-minute appointments for patrons to come into the library to use the computer, printer, copier or use the Cricut machine. They must be over 16 years old and only one person is allowed at a time. Browsing for materials and use of bathrooms will still be unavailable for use. They can call 402/521-2012 or sign up on the library's calendar on the website. Hours are Tuesday and Thursday 11-6 and Saturday 12-5. For the safety of everyone, a mask should be worn during the appointment.
 4. Amanda Peña, library director, spoke to the board about her future program focus for the library. She plans to focus on the younger children (0 to 5). Amanda would also plan to develop programs that would focus on culture and equality. She feels people want to learn about different cultures. The library has a list of books dealing with different cultures and encouraging equality that the library wants to purchase. Patrons can make donations to provide the funds to purchase additional resources.

Yong Hansen motioned to adjourn the meeting. Matt Flynn seconded. Approved by all.

Meeting adjourned at 6:05

Respectfully submitted,
Alice West, Secretary

