

Meeting of the Library Board of Trustees

August 26, 2020

Meeting called to order at 5:02

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 South wall.

Public Comments: no public comments were made.

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

Approval of Minutes: July 15, 2020 meeting minutes were reviewed. Dan motioned; Yong seconded, approved by all.

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

Director's Report:

- **Special Funds Balance 07/1/2020-07/31/2020:** Reported ending balance of \$10,190.78
- **Staff:**

As of August 26, Norman Williams is the new custodian at ACRC. Josetta Ward has moved up to begin working with the library's programming. Josetta Ward and Tanya McVay will be virtually attending a youth conference concerning developing programs for youth at the library.

- **Technology/Purchasing**

Amanda Peña has met with Riverside Technologies to receive a bid on providing our IT services. She is waiting to hear back from the tech company. She will inform the board of their offer at a later time.

The library has purchased a wide variety of books and audiobooks in the past month. The purchases will help build up collections in specific areas such as Early Reader, Junior Fiction, Diversity and Adult Bestsellers.

In August, the community was asked in a survey how they picked their next books. The survey showed that most patrons chose their books selections by subject, then by author and then by title. They used websites to search: like Google, Goodreads or Amazon.

- **Programming:**

A community-wide reading program will be starting soon for adult patrons. One book is chosen through a public vote. The book will be promoted through book talks, author visits and related programs. The book will be in paperback, e-book and audio versions. The Library Foundation has given the library \$500.00 to purchase the chosen title that community patrons can pick up, read and pass on. Amanda Peña told the board the library's goal with organizing Ashland Public Library's first community-wide read. It will be known as, "Ashland Community Reads" - To promote discussion and literacy and foster a sense of community.

- **New Business:**

Amanda Peña discussed with the board what needs to be in place before the Ashland Library can open to the public. She is monitoring the Covid reports from Three Rivers Health. She feels the library is not ready for complete opening. The board will have further discussion about the how and the when for opening the library at September's meeting.

The library's new fiscal year begins October 1. Amanda Peña brought forward that library staff presently has been receiving their past average salary. This may change to staff being paid for hours worked. This is because of Covid budget tightening in future ACRC's budget.

Amanda Peña made the board aware of some new and on-going maintenance needs at ACRC. She will be discussing these needs with the Ashland City.

Matt Flynn motioned to adjourn the meeting. Nicholle Todd seconded the motion. Approved by all.

Meeting adjourned at 6:10

Respectfully submitted,
Alice West, Secretary