Library Advisory Board Meeting
September 17, 2020
Minutes

Members Present: Elaine Ebeling, Margaret Wheeler, Carol Scholten, Leigh Rupinski
Also Present: Lizzie Schab (Library Director)

I. Call to Order

II. Approval of the agenda

III. Approval of the previous meeting minutes
   a. Noted a mis-date: should read January 23, 2020

IV. Director’s Report
   a. COVID-19 Closure
      * Issued a lot of library cards!
      * Increased Hoopla download quotas so people could check out more books
   b. COVID-19 Phased Reopening Plan
      * Curbside service open during all open hours
      * “Odd” hours working good so far
      * Limited to 25% capacity, which is only 10 people - becoming more of an issue
         o Often have a line
         o Need more staff when are open -- need someone to monitor masks/check people in
      * Wanted evening hours to accommodate different work schedules for patrons
      * General feeling that people excited to be able to come back in
      * No Township plan for testing for staff, but do self-screening questionnaire every day
      * Have PPE for everyone (masks, gloves, hand sanitizer), social distancing in place, increased cleaning procedures and took out some furniture/toys, plexiglass around service desk
   c. 2020 Summer Reading Program Summary
d. Upcoming programs

- Grab-and-go crafts for kids and teens, 1x month for adults going really well
  - Very flexible on pick up time
- Hard to plan programs ahead
- Not comfortable with in person programs right now
- Meeting space restricted by need for book quarantine, social distancing guidelines and people limits

e. Libraries during the pandemic

- Every library handled a little bit differently
- Some things are mandated like the 96 hr quarantine by Lakeland

V. Old business

- New hire in a page position
- Impact on Friends of the Library - holding off; Fall Festival that book sale was going to coincide with cancelled

VI. New business

- Next meeting: January 21, 2021

VII. Public Comments

VIII. Adjournment