

Blairstown Public Library Board of Trustees Meeting Tuesday, November 10, 2020

The regular meeting of the Blairstown Public Library Board of Trustees was held via Zoom on November 10, 2020 at 6:00 pm.

Members present: Carrie Smith, Kandee Kaiser, Therese Elliff, Adam Colbert, Mike Crow, Jodi Ballard, Anthony Miller
Absent: None

- A. Call to order: The meeting was called to order by President Smith.
- B. Agenda Approval: A motion to approve the agenda was made by Ballard and seconded by Elliff. Motion passed.
- C. Minutes of Previous Meeting: Meeting minutes from the October meeting will be available for our December meeting.
- D. Treasurer's Report
 - a. Approval of Bills: A motion to approve the bills was made by Colbert and seconded by Kaiser. Motion passed.
 - b. Budget Review: Rach reviewed the budget with the Board.
- E. Public Participation: None
- F. Library Circulation Report: Rach reviewed the numbers with the Board.
- G. Pending Library Legislation
 - a. None
- H. Library Board Training
 - a. None
- I. Old Business
 - a. Coronavirus Reopening Plan-Additions: After speaking with other NE Iowa library directors, Rach is going to be adding on more specific language to the plan to include information about what to do if staff is exposed, sick, etc. Rach also discussed with the board about reducing services back to curbside due to the rapid increase in cases both in Benton County and the state. Many of the Benton County libraries and NE Iowa libraries have gone back to curbside only for the time being. A motion was made by Colbert to continue level orange services until our December meeting. Seconded by Miller. Approved. Further discussion was had about getting the word out to the community about what services are available from the library. Rach will work on another EDDM mailing to send out to all Blairstown residents.
- J. New Business
 - a. Holiday Closings: Rach recommended to follow past years and close Thursday, Friday and Saturday of Thanksgiving weekend, as well as Christmas weekend. A motion was made by Kaiser to close both weekends. Seconded by Miller. Approved.
- K. Director's Report: Rach noted that the staff did a major deep clean of the library at the beginning of November. The staff will continue other smaller cleaning projects throughout November. Upcoming grab & go bags include Thanksgiving crafts, winter crafts and Christmas grab bags.

Respectfully submitted,
Molly Rach