

Blairstown Public Library Board of Trustees Meeting Tuesday, December 8, 2020

The regular meeting of the Blairstown Public Library Board of Trustees was held via Zoom on December 8, 2020, at 6:00 pm. Members present: Therese Elliff, Mike Crow, Carrie Smith, Kande Kaiser, Adam Colbert, Anthony Miller and Library Director Molly Rach

Absent: Jodi Ballard

- 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 Kaiser and seconded by Crow. Motion passed.
- C. Minutes of Previous Meeting: A motion to approve the minutes from the October meeting was made by Miller and seconded by Colbert. Motion passed. A motion to approve the minutes from the November meeting was made by Crow and seconded by Miller. Motion passed.
- D. Treasurer's Report
- E. Approval of Bills: A motion to approve the bills was made by Miller and seconded by Elliff. Motion passed.
- F. Budget Review: Rach reviewed the budget with the Board.
- G. Public Participation: None
- H. Library Circulation Report: Rach reviewed the circulation report with the Board.
- I. Pending Library Legislation
- J. Old Business
 - a. Coronavirus Reopening Plan-Additions: Rach reviewed the additions to the policy with the board. A motion to approve the changes to the policy was made by Miller and seconded by Kaiser. Motion passed.
 - b. Library Closure-Coronavirus: Rach spoke with the board about beginning to add appointments for patrons to come in and browse, use the computer, make copies, fax and get notary services. The idea being that we can still have control over how many people are in the library at any given time and still be able to disinfect the library properly. Elliff recommended using some basic screening questions when people call to make an appointment. The board agreed that staff could proceed so long as everyone was comfortable with the arrangement.
- K. New Business
 - a. New Years Closing: Rach informed the board that staff will work 1-4pm on December 31st and 10am-1pm on January 2nd. The library will be closed on January 1st.
 - b. Employee Incentives: Smith noted that employee incentives will be handed out soon.
- L. Director's Report: Rach shared with the board a listing of compliments that the staff has received since the pandemic began. Rach will also share the list with the city council. December grab and go bags will feature Christmas and winter themes. The Christmas bags have been put out and already are all taken. The winter themed bags will go out on Monday, December 21st-the first day of winter. The library is giving away five bags with ten Christmas themed books each. They also are giving away five additional copies of *The Best Christmas Pageant Ever*. People can sign up through the library's Facebook page. Drawings will be held on December 21st. Rach finally noted that she has been working on adding more Facebook videos highlighting different parts of the collection. She has plans to do some behind the scenes videos as well as new release videos.

Respectfully submitted,
Molly Rach