



**Regular Meeting of the NADL Board of Trustees
May 28, 2020**

1. CALL TO ORDER

President David Chambers called the public Zoom meeting to order at 5:30 p.m. following requirements of Executive Order 2020-75.

- Roll Call: Present: Sharon Haege, Julie Vitale, Ailene Pugno, Cindy Blamer, Jen Larsen, David Chambers.

Absent: Michael Burns

- Approval of Agenda. Motion by Pugno with support by Blamer to approve the agenda. AIF /MC.

2. MINUTES

- Approval of Minutes of Regular Board Meeting of March 16, 2020. The April 15, 2020 Regular Board meeting was canceled due to Executive Order 2020-42

The motion to approve the March 16, 2020 minutes was made by Haege with support by Larsen. AIF/MC

3. PUBLIC COMMENTS

4. TREASURER'S REPORT AND BILLS AND CASH DISBURSEMENTS

Director Tinkham reviewed the financial statements. Over the last few weeks, the library had experienced a decrease in janitorial, utilities, paper and toner expenses; and a decrease in revenues for services. The library received the first half of State Aid disbursement, and still expected to receive the final half in July. A decrease in penal fines distribution and overdue fines for 2020 was expected. The Lakeland Library Cooperative temporarily turned off fines on items until September 1. This would simplify the processing of returned items long overdue caused by the shelter-at-home orders. Director Tinkham advised caution with discretionary spending over the next several months because of the uncertainty of how the economic shutdown will impact the library budget.

Blamer asked if staff would be laid off. Director Tinkham said that staff would not be laid off. She shared that Youth Services Specialist Sam Mayworm was resigning effective July 3, 2020 to pursue graduate studies at U of M. Especially during the eminent re-opening, current staff were needed to work.

Vitale asked if grant funding would be cut. Tinkham responded grant revenues were not being cut. The summer reading grant check was received, and she was working with other grantors. Larsen asked about the ReadSquared reading app. Tinkham shared about features of the app and its usefulness for other reading programs in the future.

Motion to accept the Treasurer's Report and Bills and Cash Disbursements as presented was made by Blamer with support by Haege. AIF/MC

5. DIRECTOR'S REPORT

- During the shut-down, staff continued to present virtual programming, resources and information for all ages. A new storytelling program for early elementary-aged kids called Story Circle was launched.
- Every staff has contributed work of value while on pandemic pay – whether attending meetings or taking online classes, to working on marketing and programming.
- Sam Mayworm, NADL's Youth Specialist, was resigning effective July 3 to pursue her master's degree from U of M alongside a full-ride fellowship offer. She will be studying in the Digital Archives and Library Science/Preservation program. We were proud of her accomplishments and wished her the best in her new career.
- Summer reading will begin virtually through Read Squared on June 1, and regular paper signups will begin when the library was allowed to reopen.

- PPE and Re-opening: NADL had procured a supply of hand sanitizer, 79-80% alcohol surface cleaner, gloves, masks, and Plexiglas sneeze guards for circulation desks. Staff were ready to return to work. Some were concerned about the possibility of bringing illness home to their families; others were concerned about patron behavior, for example, requiring face masks to be worn to be allowed entrance.

Vitale asked how staff were being coached to deal with possibly upset patrons. Tinkham said that in staff meetings they discussed being empathic, professional, firm, and having two staff on duty on the same floor. Vitale also suggested if patrons needed masks, the library might charge a \$1.00 per mask.

- At this time, only two regions in Michigan were open for retail, but libraries in those regions were only allowed to have staff back in the building. Those libraries were restricted from resuming limited public service such as curbside. Libraries in the State were uncertain what to expect coming from Lansing regarding re-opening dates.
- NADL was purchasing the library app Capiramobile. This app will be uniquely NADL. Patrons will have access to their library card, the card catalog, the library calendar, and more at their fingertips. Tinkham said that patrons could access the Libby app through Capiramobile.

6. UNFINISHED BUSINESS

7. NEW BUSINESS

- Resolution 2020-01 to approve the Library Reopening Policy.

Tinkham said that Lakeland Library Cooperative contracted with Attorney Anne Seuryneck of Foster and Swift to provide both the reopening policy and plan for member libraries to use as they saw fit. Most libraries in Lakeland were using the policy as it was written. Motion to approve Resolution 2020-01 Library Reopening Policy was made by Larsen with support by Pugno. AIF/MC

President Chambers called for roll call vote:

Yeas: Sharon Haege, Julie Vitale, Ailene Pugno, Cindy Blamer, Jen Larsen, David Chambers.

Nays: None

Absent: Michael Burns

Resolution 2020-01 was adopted.

- Resolution 2020-02 to approve the Reopening Plan.

The Reopening Plan was written to be fluid as new information about Covid-19 and Executive orders became known. Haege said it was important that the plan was written. Larsen suggested an online form for health screening. Motion to approve Resolution 2020-01 Library Reopening Policy was made by Blamer with support by Vitale. AIF/MC

President Chambers called for roll call vote:

Yeas: Sharon Haege, Julie Vitale, Ailene Pugno, Cindy Blamer, Jen Larsen, David Chambers.

Nays: None

Absent: Michael Burns

Resolution 2020-02 was adopted.

8. PUBLIC COMMENTS

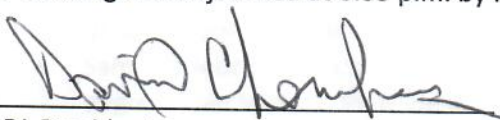
9. BOARD MEMBER COMMENTS

Haege said Director Tinkham was doing a really great job, and was on top of everything.

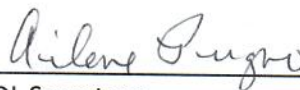
10. ADJOURNMENT

A motion to adjourn the meeting was made by Pugno with support by Haege. AIF/MC.

The meeting was adjourned at 6:33 p.m. by President David Chambers.



NADL President



NADL Secretary