

Grace A. Dow Memorial Library
Library Board Minutes
Wednesday, November 18, 2020, 7 p.m.
Held electronically

1. Roll Call

Andrus called the meeting to order at 7:00 p.m.

PRESENT: Miriam Andrus, Sarah Galt, Gail Hoffman, Julie Hyatt, Laura Peil,
Stephanie Andreasen

ALSO PRESENT: Roberta VanHolstyn, Library Administrative Assistant

2. Introduction of new Board Member: Andrus reported that proposed Board member Thomas Meyer is unable to fill the position. City Council has another candidate under consideration.

3. Library Board Reorganization:

a. Selection of Board President: Motion by Andreasen, second by Hyatt that Sarah Galt be appointed Board President. Motion carried.

b. Selection of Board Vice President: Motion by Galt, second by Hoffman that Andreasen be appointed Board Vice President. Motion carried.

At this point, Galt presided over the meeting.

4. Acceptance of January 15, 2020 Meeting Minutes

Motion by Hoffman, second by Hyatt that the minutes of its January 15, 2020 meeting be accepted as submitted. Motion carried.

5. Additions or Changes to the Agenda

None

6. Public Comments

None

7. Proposed Calendar Dates for 2021

January 20, April 21, July 21, and October 20 are proposed as meeting dates for the Board in 2021. Motion by Andreasen, second by Hoffman that the calendar dates be accepted. Motion carried.

8. Library Communications: Flood Update

Andrus gave a photo presentation with information about the damages. Along with furniture and supplies, 80,000 books were relocated from the lower level to the main floor by staff and volunteers from United Way and the National Guard.

Approximately 30,000 square feet of carpeting was removed. A damage assessment

has been done. FEMA is providing some funding for the reconstruction project. A bid for boiler replacement will be accepted soon.

At this point in the meeting, a five minute break was taken due to a technical problem. The meeting resumed at 7:35 pm.

9. Director's Report:

a. New Business:

i. Overview of Current Services

Andrus presented the numerous materials and services that are currently available to patrons, including curb-side service. Digital services are being utilized by patrons.

ii. Current status of staffing at the Library

Andrus shared information about the Workshare program, Library employees who are furloughed, employees working from home, and Covid strategies in place for those working at the Library.

b. Old Business:

i. Overview of the Library Strategic Plan – Board Goals

Andrus gave an overview of the Library Strategic Plan-Board Goals and suggested ways the Board could be involved.

10. Patron Comments and Suggestions

Since COVID-19 and the flood, no comments and suggestions have been received. Andrus shared a building "get well" card that was received at the Library. It was a great encouragement to staff.

11. Announcements

The next meeting will be held via Zoom on January 20, 2021. Comments of appreciation to Library staff for doing well through the adversities of this year.

12. Adjournment

Motion by Peil to adjourn, second by Andreasen. Motion carried. Meeting adjourned at 8:28 p.m. The next meeting of the Library Board is January 20, 2021 via Zoom @ 7 pm.