

William B. Ogden Free Library
Board of Trustees Meeting- Zoom
April 14, 2020

Attending: Library Director- Heather Johnson Bus. Manager, Sheryl Edwards; Pres. Robbie Jean Rice; Members-Glenn Miller; Kathy Harby; Jim Kane; Lynda Preiser; Jessica Backus-Foster; Rachel James; Matt Chambers; Mary Doig; Jim Haggerty, Scribe-Kyrra Howard

Meeting was opened at 7:08PM by Pres. R. Rice.

S. Edwards gave a brief update on the library finances.

Construction has been delayed because of COVID-19. G. Miller mentioned that we need to submit a request for extension.

J. Haggerty said that there is new content on the Grant Rogers website.

H. Johnson gave an update on what the staff has been doing during this time. The staff has been having weekly Zoom meetings. Johnson has been calling patrons with no or limited social media to stay connected. The staff has been watching webinars for continuing education. Johnson has also been meeting with the 4CLS directors, where they discuss what it might look like when libraries are able to open. Individually, staff members have been working on their own projects.

- Amber- Friday Storytime
- April- Summer Reading
- Sharon- STEM projects
- Kyrra- Historic Newspaper Index, Little Free Libraries, Checking the bookdrops, mail, and voicemail
- Vina- Attending Zoom meetings

The library is hosting 8 programs this month, including Storytime each Friday, and a few of our regular programs such as Book Club and Writers' Group will meet on Zoom. Heather is keeping track of attendance numbers. Something new through 4CLS is that patrons can apply for a temporary library card online.

H. Johnson and K. Howard shared a plan to digitize our historic newspapers on a website. J. Kane made a motion to spend up to \$10,000 on making our historical documents available digitally. M. Chambers second the motion, and the rest of the board vote yes. J. Backus-Foster brought up the Margaret Bailey Estate and the Woods Trust was mentioned as ways to pay for this endeavor.

A gift certificate and HCHS honorarium were purchased for Vina for her 25th anniversary of employment. The gift certificate will be sent to her now by L. Preiser, while the HCHS honorarium will be held until we can reschedule her party.

R. Rice and H. Johnson have been researching policies for family leave. The idea of 12 weeks paid leave for April was brought up, but the decision was tabled until the policy committee can put together a policy for our library. For now, the board requests a note from April's doctor and votes to allow her to work from home for the duration of her pregnancy due to COVID-19.

Lastly, H. Johnson brings up a few ideas for when we are able to re-open. They are adding a sneeze guard, quarentining books, and opening the library in stages.

The next meeting will be at the end of May, or H. Johnson will let everyone know if we need to meet sooner.

Meeting ended at 8:46PM.

Respectfully submitted,
Lynda Preiser, Secretary
Kyrra Howard, Scribe