

The Waverly Public Library Board of Trustees met at 5:15 p.m., May 12, 2020, on Google Meet.

Present: Diana Blake, Ross Helgevold, Linda Podhajsky, Elaine Main, Deanna McCue, Erin Jones, James Perry, Jim Janssen. Andrew Kahler

Absent:

Also present: Library Director Sarah Meyer-Reyerson, Administrative Assistant Jenifer Mein, Kris Fagre, Lee Fagre, Kathy Schaufenbuel, Bethany Nelson, City Council Liaison Brian Birgen.

1. Meeting called to order by President of the Board Perry at 5:15 p.m.
2. Motion to amend agenda by moving Agenda Item 7 “Conditions for Reopening” to item 3 by Perry, second by Jim. Motion to accept the agenda. Moved: Blake, Second Podhajsky . Approved
3. Set conditions for re-opening the Library building to the public, in light of the COVID-19 pandemic.

Library staff has looked at sample plans from other libraries. Plans differentiate on if they are in a High, Moderate, or Low risk county. Staff have begun to draft their own plan using the State of Iowa website, which breaks things down by county, as well having Lee Fagre give input. Staff are looking to follow a decrease in cases and then a 14 day wait until reopening. There are also issues of getting the hand sanitizer and disinfectant wipes. All staff have masks.

Lee Fagre advised to start the 14 day count from today since Bremer has been stable for a few days. A quarantine area for each day’s books will be needed.

One of the first things staff hope to offer would be pre-arranged or home delivery services.

It will be a challenge not to become a place where children/youth congregate in large numbers, there may have to be a limit on the amount of people by number. The Summer Reading Program is extensively online. Limiting the number of computers and time on computers will help make being at the library less attractive for groups of kids.

The trustees would like to encourage masking, possibly mandatory if there is support of city council.

4. Motion to accept minutes of the March 2020 meeting. Moved: Main, Second Janssen. Approved

5. Motion to approve Financials. Moved: Blake per standing resolution, Second McCue. Approved. The state money has been extended to the end of July to be spent.

6. Approve Bylaws as reviewed by the Library's Personnel & Policies Committee: <http://www.waverlyia.com/public-library/about/policies.aspx>
Offered without change, approved by unanimous consent.

7. Approve Board Officers for 2020-2021. James Perry President, Diana Blake Vice President, Ross Helgevold Secretary. Moved to accept Main, Second Janssen Passed

8. Staff filled in the board about how they've spent their time, how the summer reading programs will work, digital rewards, and themed book walks,

9. Motion to adjourn. Blake, second Kahler. Adjourned.

Next Regular Library Board Meeting: **Tuesday June 9th, 2020**. Agendas and Minutes are posted in the Library lobby as well as on the Library's webpage: <http://www.waverlyia.com/publiclibrary/about/board-of-trustees/meeting-agenda-minutes.aspx>

Respectfully Submitted: Ross Helgevold