

GRAFTON-MIDVIEW PUBLIC LIBRARY
BOARD OF TRUSTEES REGULAR MEETING CONDUCTED VIA ZOOM
MAY 12, 2020

President Katie Gillespie called to order the regular meeting of the Grafton-Midview Public Library Board of Trustees at 7:06 PM. Roll call: Katie Gillespie, Angela Carter, John Dixon, Evelyn Hemmingsen, Chris Smith, Joe Urig, and Ted Schriver. Library Director Adele Infante and Fiscal Officer Lorie Scheer also attended.

Adjustments to the Agenda

None

Recognition of Visitors via Zoom

Christine Schmittgen, Tami Mullins, Linda Dull, Cindy Wesemeyer, Kim Null, Pam Myers, Abby Snodgrass, Maggie Noble, Maureen Stratton, Krystal Slee, Mary Lou Denman, Ben Cottom, John Kenny, and three Friends members attended.

Comments by the President

Katie Gillespie recognized all the visitors to our zoom meeting and thanked everyone for their patience in dealing with the technical glitches of the meeting.

Public Comments

None

Regular Meeting Minutes

Joe Urig moved, and Chris Smith seconded to accept Resolution # 20-5-1, approving the minutes from the Board of Trustees Regular Meeting via Zoom on April 21, 2020. All voted aye. Motion carried.

Fiscal Officer's Report

Fiscal Officer Lorie Scheer presented and reviewed the following financial reports at the meeting: Bank Report, Revenue Report, Expense Report, and Check Register for April. Discussion followed.

President Katie Gillespie stated the April 2020 financial reports were received, reviewed, and ready to file for audit.

Lorie provided an update on the adjusted and lowered PLF through April 30. She also updated the Board on the audit.

Director's Report

The Friends approached Adele about developing a food pantry similar to one in Berea. This pop-up pantry is part of a national effort called Little Free Pantry, a small food pantry similar to the Little Free Library program. Adele will contact the Friends for the next step in developing the program.

Adele is waiting for the results of library material testing for COVID-19 conducted by Battelle. The tests will help us establish a quarantine time limit for materials.

Adele attended a meeting with members of the Lorain County Health Department (LCHD) about re-opening considerations. Although the State of Ohio initially labeled public libraries as entertainment, the Health Department now considers the library a retail facility. LCHD recommends a slow return with the opening, and when we do, we limit occupants to groups of 10 people.

Adele explained what PPE we currently have on hand for staff. Discussion ensued about what staff should wear while working in the Library including masks, face shields, gloves, and gowns. Staff will receive guidance before they return.

Adele presented her three-phase library re-opening plan.

1. Phase 1: Six staff members inside the library preparing materials, cleaning, rearranging furniture, and preparing signage and the facility for Phase 2.
2. Phase 2: Limited hours for Library Takeout library materials. Phase 3 begins after 21 days unless the Library receives new directives from the LCHD or the governor's office.
3. Phase 3: The Library opens for a limited number of hours to the public. Anticipate a change in open hours and additional time required for after-hours facility cleaning.

A discussion on the re-opening concluded with a decision: Phase 1 begins on Monday, May 18, and Phase 2 would start on Tuesday, May 26.

Adele reported Sandglo Glass is installing the glass enclosure on the second floor by the end of the month. This installation will probably result in a partial day closure or late opening.

Adele stated that due to COVID 19 concerns, the summer reading program format might change with small outdoor groups and on-line options using a new software program.

The Boys and Girls Club of Lorain County did not contact the Library regarding the Summer Food Service Program. It is safe to say they canceled the program.

The Community Foundation of Lorain County is celebrating its 40th anniversary with a Connect to a Cause event. The Foundation highlights its endowments, including the GMPL Endowment Fund, on a virtual fundraising day. Any donations made to the Library Fund that day go directly to the Library. The event takes place on September 17 from 8 AM to 8 PM. Adele should have more information next month.

Midview School Board Meeting

Evelyn Hemmingsen discussed the April 22 School Board meeting conducted via Zoom. John Dixon will attend the May 27 meeting.

Adjournment

Katie Gillespie called for adjournment of the regular meeting at 8:18 PM



Chairperson



Attest