

DRAFT

ALVAH N. BELDING MEMORIAL LIBRARY
302 E. Main Street Belding, Michigan 48809

REGULAR MEETING OF THE ALVAH N. BELDING LIBRARY BOARD

JUNE 22, 2020 - Library Board Minutes

Library Board Members Present: Kathy Lehman, Annette Visser, Carla Gunderson. **Absent:** David Riches, Jan Lamborne.

Administrator Present: Britney Dillon, Library Director. Brad Miller, Council Liaison

Guests Present: Betty Jenkins.

1. **Call to Order and Roll Call:** Meeting was called to order at 5:32 p.m. by Kathy Lehman. Roll call was taken. Motion by Kathy Lehman, support by Carla Gunderson, to approve David Riches's absence from the meeting. Roll called. Motion carried. Motion by Annette Visser, support by Kathy Lehman, to approve Jan Lamborne's absence from the meeting. Roll called. Motion carried.
2. **Approval of Agenda:** Motion by Annette Visser, support by Carla Gunderson, to approve the meeting agenda as presented. Roll called. Motion carried.
3. **Approval of Minutes.** The minutes for the meeting of February 24, 2020, were not available and will be reviewed and approved at the Library Board meeting in August, 2020.
4. **Public Comments on Agenda Items:** None.
5. **Library Reports:**
Director's Report, Youth Services Report, Circulation Report, Monthly Financial Report, and Donations Report were reviewed. Discussion from Director's report: Britney Dillon is getting two estimates for library parking lot repaving; landscaper is having difficulty with suppliers but this project will be moving forward; Tim Scott has not returned phone calls and Britney will contact TNS Electric in Howard City as currently there are urgent electrical needs at the library (numerous light bulbs out). Discussion that the library website is very user friendly, the donation button is a great addition, and the FAQ site is very helpful. Britney is working on getting rid of current chairs in the basement so newly-purchased chairs can be set up; discussion of current book return system during Covid pandemic. These library reports were received for filing.
6. **Notice of Paid Bills.** Motion by Kathy Lehman, support by Carla Gunderson, to approve Notice of Paid Bills for March 2020, April 2020, and May 2020. Roll called. Motion carried.
7. **Communication and Correspondence:** Betty's news notes (13) for The Daily News. Discussion of an email regarding an out-of-state person sewing face masks who came across a spool of Belding silk thread.
8. **Unfinished Business**
 - A) **Third-Party Agreement.** Britney Dillon said there has been no update on this item. City Hall has been closed during the Covid pandemic and reopened today, June 22. Britney will send an email to City Manager John Niemela tomorrow regarding this item.

9. New Business

- A) **Covid-19 Discussion.** Belding is following a reopening plan from Lakeland which is similar to the plan by Foster-Smith. The staff will have access to PPE and masks will be available to patrons. The library is still operating in Stage I. Under the current executive order for wearing face masks in public places, face masks are required. This order was extended until July 15, 2020, and if not further extended following that date, the library cannot enforce the use of face masks. Portable plexiglass shields at the circulation desk will be installed. Library reopening, Stage II, will allow for counter service only, with no loitering in the building, and limited computer use by appointment.

10. **Public Comments on Non-Agenda Items.** Mayor Brad Miller briefly discussed how the City of Belding and Belding City Council have operated over the last three months during the current Covid pandemic.

11. Trustee Comments:

Annette Visser thanked Britney Dillon and the library staff for their hard work during the time the library has been closed during the Covid pandemic. The library website, Facebook, Instagram, Twitter, and Pinterest have been very active with programs, storytimes, videos, Facebook Live events, announcements, contests, the annual summer reading program, etc. Britney said she has been very impressed by her staff's enthusiasm, energy, and creative imaginations to help keep the library's patrons engaged and connected during this time. She also said that the library is hoping to work with the administration from Faith Community Christian School to help with their library services and are working out details on how to safely conduct school tours this year. Amanda from Youth Services will continue to go to Kids World every two weeks for storytime.

Kathy Lehman asked if Britney Dillon was still comfortable skipping the July Library Board meeting as previously planned and resuming meetings in August. Britney thought this was still an acceptable plan. Kathy also stated that the 2020 senior graduation will be held on Thursday, July 9, at 6 p.m. in the high school parking lot.

12. **Adjournment.** Motion made by Kathy Lehman, support by Carla Gunderson, to adjourn the meeting at 6:40 p.m. Roll called. Motion carried.

The next regular meeting of the Library Board is scheduled for Monday, August 24, 2020, at 5:30 p.m.

Respectfully submitted,

Carla Gunderson
Acting Secretary - Library Board of Trustees