

WELLS BRANCH COMMUNITY LIBRARY DISTRICT MINUTES
Thursday, March 23, 2020 Special Meeting

Meeting began 6:37pm. Present were Board Members Faye Cormier, Ralph Simon, Kim Belcik, and Christine Bloemsma, as well as Library Director Donita Ward. Board attendance constituted a quorum. No citizens present.

Reports: No regular reports were presented, as this was a special meeting called to discuss the Coronavirus/ Covid19 recommendations.

Action Items:

1. Discuss and take action on library response and plans as they pertain to current Covid19 and quarantine situations to include:
 1. Changes to ByLaws to enable remote attendance and participation by trustees and citizens.
 2. Changes to Emergency Closure Policy to reflect compliance with new/changing legislation and circumstances.
 3. Potential re-open of the library with limited access and services
 4. Potential time-limited new services
 5. Potential time-limited changes to circulation rules
 6. Potential delay or alternative acceptance of the annual audit report.

Discussion of the above ByLaw changes was brief and no objections were raised. Christine moved and Kim seconded to approve the resolutions and service changes. Unanimous approval by board members present. Resolutions 1 and 2, once passed, were signed by the Board President and Secretary.

The current emergency closure is through 3/28—if circumstances continue to require it remain closed to the public, discussed ideas of the director and staff included allowing limited staff to work in the closed library with social distancing, respond to phone and email, and possibly resume limited circulation through a “curbside” options. Eventual re-opening will likely be a staggered re-opening.

Board is required to certify the Audit report, which was scheduled for April 9. Given that this likely will not be possible with the current health and safety regulations, it was agreed by all that audit reports would be shared electronically, with any formal meeting to happen at a later time. Donita will communicate with Gary Davis.

2. Discuss and take action on quote from Library Interiors for children’s area work station and storage cabinets. Quote has not yet been received.
3. Discuss and take action on annual retreat April 19th and work session April 22nd. Christine moved, Kim seconded to postpone indefinitely the retreat and work session. Unanimous approval. Library Director will inform the staff.

Trustee items or announcements:

No new meeting date was selected; will arrange as needed to respond to the evolving public health emergency. Final decisions on opening, closing, and staffing are left to the Library Director, given the quickly-changing recommendations, disaster declarations, and County, State, and Federal orders. Director will discuss, only if needed, with Board President, and has been keeping Board informed through regular e-mail correspondence.

Christine moved to adjourn, Kim seconded. With unanimous approval, the meeting ended at 7:08pm.