

**Subject:** Minutes from the UDPL Board Meeting on Wednesday, May 19, 2021

**Attendance:** Library Director Cheri Fiory, President Janine Buesgen, Treasurer Wendy Rader, Secretary Andrea Merrick, and members, Gary Fisher, Cathy Murphy, and Joan Ryder Ludwig were all present. Member Suanne Strauss was absent.

Given the COVID-19 pandemic restrictions, the meeting was conducted using Zoom.

Also, in attendance via Zoom were Deb Ritter and Michelle Sharkey from UDT.

President Buesgen called the meeting to order at 6:30 PM.

### **Welcome – Roll Call**

President Buesgen welcomed all in attendance, conducted a roll call and advised everyone that the Rules and Protocols for Virtual Meeting are on the website should anyone have a question about the protocols. No members of the public were present.

### **Consent Agenda Items:**

There being no objection, the Board moved, seconded, and approved the following items:

- (a) Minutes of the March 17, 2021 meeting**
- (b) Financial Reports for March / April 2021**
- (c) Librarian’s Reports for March / April 2021**

There was a question about locating an earlier program on Birding to view again. Director Fiory said she would do this. It was noted that more books are being taken out, though foot traffic is still light.

The consent agenda was accepted without change.

Public comment: There was no public comment.

### **Discussion items:**

- a) Record evote for Library Use & Study Rooms Policies**

These minutes reflect and record that on April 14, 2021 the Board officially and unanimously approved these policies by email.

- b) Friends Update**

Cathy Murphy reported that: 1. The Friends’ Jewelry Sale was a success and took in \$1,500.00. It was a unique event given it was by appointment only. 2. Directory Fiory presented the Library’s requested budget to the Friends for the upcoming year and \$7,500.00 was approved for furniture and the gift/bookstore. It was noted that the Friends’ revenue is down significantly. 3. The annual election of officers occurred: Dick Haggard is now emeritus, Sue Tofani is Secretary, Cathy Murphy is Vice President and Robert Stutz is President. 4. The next meeting in June will be conducted by Zoom but the board will discuss the return to in person meetings. 5. Volunteers are being sought for the new library shop. Suanne Strauss, Joan Ryder Ludwig and Gary Fisher offered to volunteer. The shop may have offerings to

the public as early as July/August. A book sale associate job description has been created and Lindsay Cummings from the Library Staff is coordinating.

**c) Building/Reopening Plan**

Director Fiory shared a chart that was also shared with the Friends' board depicting the reopening goal over 2021. Two new staff have been added to the Children's department and more hiring/training is being done to cover the front desk. Study rooms are in demand and being reserved, too. The Library is now open weekdays at 10 AM with Tuesday and Wednesday evenings open until 7 PM. The Library is moving to the 50 hour/week target.

Parks/Recs and the Library are coordinating on a policy for room rentals that will also show how all the spaces are being used. Books will no longer be quarantined, which will get them back on the shelves more quickly. It is hoped that the Children's Play area will open in Sept./Oct. Efforts are also being made to give patrons the option of picking books up at the Express Window or circulation desk starting sometime after Labor Day. Kids programs are being planned for outdoors this summer and the summer reading program commences on June 19, 2021.

Parks/Recs is holding the summer concert series at 520 Virginia Dr. this year. This may be an opportunity to raise awareness for the Friends and Library fundraising activities.

The Capital Campaign is now divided into Phase I and Phase II. Phase II will be launched in the Fall. There is some talk about having a small thank you event for all donors to date to recognize their contributions.

**d) Discussion of *The Just Transition***

The Board engaged in discussion about the Zoom presentation we all watched and talked about the library as a source of implementing/fostering justice for everyone. This includes social change, climate change issues, digital inequality and food insecurity. We agreed that the Library could provide information on resources within the community and perhaps be a resource. While the discussion was lively, there were no decisions made except to continue to discuss and identify ways that make sense for UDPL.

**e) Fine Free Update**

MCLINC conducted a survey and found some libraries have already discontinuing fines. A document is being prepared to outline the issues associated with eliminating fines and how this could be implemented. It will be shared within the county.

**f) Vote to approve revised 2021 Holiday Schedule**

The schedule was reviewed a motion was made, seconded and passed unanimously.

**g) Consider development of a Finance Committee**

A suggestion was made to create an ad hoc Finance Committee of the Board to look at alternative ways to finance the library. Directory Fiory provided a chart of the current level of funding from the different

payors. The focus would be on finding new ways to generate funds to cover operating expenses of the Building. There was discussion but it was decided that since the Capital Campaign Committee includes handling finance issues, no new committee is warranted at this time. The Library and Friends should probably talk about this further.

**h) Next meeting-in person/location**

After June, all township meetings are to be held in person, with masks. The meeting will likely be held in Room 120 on the 1<sup>st</sup> floor, but that will be confirmed.

President Buesgen mentioned the need to complete the Library Director evaluation. The various comments will be compiled into a single document and circulated for review and comment.

The meeting adjourned at 8:33 PM.

The next Library Board meeting will be held on Wednesday, July 21, 2021, at 6:30 PM.

Respectfully submitted by,

*Andrea Merrick*

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