

Dorothy Hull Library  
Windsor Charter Township  
Library Board Minutes  
August 13, 2020

Due to the COVID-19 Pandemic restrictions, the following meeting was conducted over ZOOM and telephone.

Present: Robbins, Runels (by phone), Gould, Wood, Kyler, Sanders, Wagemaker

Excused Absence: Watson

President Robbins called the meeting to order at 6:12 p.m.

**Public Comment:** None

**Minutes:** Motion by Runels, support Wood to approve the minutes of July 9, 2020 as presented. Motion Carried: 5-0

**Reports:**

- a. Financial Reports: Penal Fines were not recorded on the July report but will be about \$4,000 less than anticipated.  
Motion by Wood, support Runels to accept financial reports pending audit. Motion Carried 5-0
- b. Circulation Report: Activity was increased in the area of reference questions and ebooks which exceeded every other library in the co-op!
- c. Director's Report: Library staff will do setup for the upcoming StoryWalk.
- d. LM Library Law webinar. Robbins gave a brief summary. Gould did not think much of the information applied to our own library. There was agreement that at the time when and if a new building is possible, an attorney would be advisable.

**Unfinished Business:**

- a. Library of Michigan CARES Act Grant for PPE: Sanders reported that the library received \$500, which was more than the \$350 requested. The money is being used for sanitizing supplies and personal protective equipment due to the pandemic.
- b. Addendum to Personnel Policy regarding work from home: Tabled until September
- c. Update to COVID-19 Response Policy: Tabled until September

**New Business:**

a. Lending mobile hotspots. Cost of such was discussed. Wood made a motion to talk with area schools to determine if that is a service they are covering. Support Gould. Further discussion. Sanders will canvass local businesses for possible support. Wood withdrew her motion.

b. Repairs to furnace room door and pressure tank. Sanders reported that a new pressure tank would cost between \$850 and \$900. She said it was decided to pay \$250 for repair, and so far so good.

The furnace door needs a crash bar and lock. Sanders will further explore costs for hardware and installation.

**Public Comment:** None

Other issues:

A wireless printer was purchased with funds from an anonymous donor.  
There was some discussion on budget and how the township's budget might affect library funding.

**Adjournment**

Motion by Runels, support Wood that the meeting be adjourned. Motion Carried 5-0.

Meeting Adjourned 6:40 p.m.

Respectfully submitted,

Inge M. Kyler  
Secretary