

Dorothy Hull Library
Windsor Charter Township
Board Meeting
Thursday, May 13, 2021

Minutes

Present: Watson, Runels, Robbins, Wood, Gould, Kyler, Sanders, Wagemaker

Absent: None

President Watson called the meeting to order 6:00 p.m.

Public Comment: None

Minutes: Motion by Runels, support Gould to approve the April 8, 2021 minutes. Motion Carried 6-0.

Motion by Runels, support Gould to approve the Special Board Meeting May 11, 2021 minutes.
Motion Carried 6-0.

Reports:

a. Financial Reports: Motion by Gould, support Kyler to approve the April financial reports pending audit. Motion Carried 6-0.

Old Business:

a. The corrected Health Emergency Policy and revised By-Laws were received.

New Business:

a. Review of COVID-19 Preparedness Response and Re-Opening Plan - Discussion regarding the wearing of masks now that the vaccine has been widely distributed. Sanders reported that most libraries are still requiring them, however, the door sign language could now be changed to reflect that it is *requested* that masks be worn instead of the current sign stating they are *required by law*. Discussion regarding Phase 4 now that some of the restrictions are being lifted.

Note: Agenda Amendment #1: Watson asked that the agenda be amended to add a report under New Business on the recent township board meeting.

Motion by Wood, support Runels to so move. Motion Carried. 6-0

Further discussion on the Re-Opening Plan regarding safe measures to separate computer users; hiring an attorney to review this and other policies; when will the library be open to the public and what hours; and safety for all, in general. It has been noted that changes are occurring daily on what is or is not being allowed. Sanders and staff will work together on a plan for opening the library to the public by mid-June while considering restrictions that might still be in place. They will discuss hours and have a plan for the June Board meeting. The quarantine of books is no longer required.

b. Review of Personnel Policy. Tabled to next meeting. It was suggested that the Acceptable Behavior Policy be reviewed at the next meeting.

c. Township Board meeting report – Robbins, Runels and Watson attended the recent township board meeting. They will be on the joint committee between the library and the township to be scheduled by the township regarding library concerns and issues.

Information, Announcements, etc.

a. Library Director's Report: Some virtual programs such as book discussion and preschool storytime were successful, while some were not. A virtual scavenger hunt for teens, with 100 libraries participating, is scheduled to begin June 1.

Sanders was a call leader during a virtual meeting with Tom Barrett during the Michigan Library Association's Legislative Advocacy Day April 13. A new StoryWalk® is being planned for downtown Dimondale through the support of the Dimondale Business Association and financial support from Family Dental Care of Dimondale. A virtual book club with a library in Alaska is being planned for June. Summer Reading will begin June 21. Wagemaker is planning a Little Free Library to be positioned outside of the library for the distribution of free books. This is a project in conjunction with her participation in the University of Michigan leadership course which will provide funding.

Sanders reported that a grant from our insurers may fund handicap openers for the front door as a risk reduction project and that she was working on locating installers. If not submitted for the current round due May 27, she will continue to work on this for submission in the next round in the fall. Further discussion on handicap accessibility—what is possible and what is not.

Note: Agenda Amendment #2: Motion by Wood, support Robbins to amend the agenda to discuss things that need to be done at the library regarding COVID-19 changes. Motion Carried 6-0.

Sanders said money for those changes is available in several areas and can be covered by a budget amendment. One of the expenses will be to rent a water system to be used in place of the drinking fountain. A list of items regarding COVID-19 policy Phase 4 was distributed. Board members were asked to assist in whatever area they can. Sanders will also advise members where their help may be needed.

b. Circulation Report: Sanders reported an increase in new patrons.

c. Committee Reports: Wood spoke regarding the Community Engagement Committee's first meeting. She said there was discussion on ways to inform the community of the library's offerings (programs, books, media, etc.)...awareness and engagement. Two community members of the committee were absent.

Communications: Thank you notes of appreciation were received regarding the availability of hot spots.

Public Comment: None

Adjournment: Motion by Runels, support Kyler that the meeting be adjourned. Motion Carried 6-0.

7:20 p.m.

Respectfully submitted,

Inge M. Kyler