

WABASH CARNEGIE PUBLIC LIBRARY BOARD OF TRUSTEES

Regular Meeting of Tuesday, April 21st, 2020

5:30 p.m. Library Program Room

***The lower entrance and Program Room will be open to general public starting for the duration of the Board meeting. The remainder of library building will be closed the general public.**

The Board of Trustees of the Wabash Carnegie Public Library met in regular session at 5:30 p.m. in the Library Program Room on Tuesday, April 21st, 2020. Notice was posted of this meeting pursuant to State of Indiana Executive Order 20-04.

Members present were Jeff Knee, presiding; Charles Miller; Bill Benysh; Jim Widner; Kipp Cantrell; and Susan L. Baker. Mary Jo McClelland also attended through Zoom. Also present was Ware Wimberly, Executive Director.

CALL TO ORDER

Jeff Knee called the meeting to order at 5:30 p.m.

CONSENSUS AGENDA

- a. Approval of March 17th, 2020; March 19th, 2020; and April 7th, 2020. Minutes
- b. Financial Report
- c. March Payroll
- d. April Claim

Action: It was moved by Susan L Baker and seconded by Bill Benysh to accept the Consensus Agenda. Motion passed

PRESIDENT'S REPORT

No report

COMMITTEE REPORT

No report

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NEW BUSINESS

COVID-19 and Library Status

Trustees and Ware discussed where things are currently standing with library services and direction to take. Staff has been working on curbside pick-up services with plans to start May 11th. For the curbside pick-up services, we are looking at rotating teams of library staff.

Trustees and Ware talked about rotation of staff in order minimize contact and help with social distancing. Staff will be required to wear masks while in the library and have gloves available for use also.

Curbside pickup service will be available Mondays, Wednesdays, and Fridays from 12-4 p.m. Anyone with a valid library card can place an order by phone or through the library's online catalog. In an effort to minimize crowd congestion and to maximize social distancing, a pickup time will be scheduled when the order is placed. Curbside orders will be limited to 5 adult or YA books and 20 children's books for the time being. Trustees and Ware discussed further aspects of the curbside pick-up service and other aspects moving forward.

Action: It was moved Susan Baker and seconded by Charles Miller to begin curbside pick-up service starting May 11th as outlined with library staff rotating in teams for the pick-up. Motion passed.

Sara Peterson Consulting

Trustees and Ware discussed renewing consultation services by Sara Peterson for another year. Sara Peterson has been very instrumental and helpful as the library team works on the Strategic Plan 2019 to 2022. Trustees and Ware believe it is important to continue to use her services as the library moves forward with its Strategic Plan.

Action: It was moved by Bill Benysh and seconded by Charles Miller to approve renewing consultation services by Sara Peterson for one year. Motion passed.

ADJOURNMENT

Action: It was moved by Jim Widner and seconded by Bill Benysh to to adjourn the meeting that 6:13 p.m. Motion carried

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Respectfully Submitted:

Ware W. Wimberly, Executive Director