



## **MINUTES**

**Richland Public Library Board Meeting**

**Zoom - Public Telephone Access: 1-888-788-0999 or 1-833-548-0276**

**Meeting ID No. 988 2886 6273**

**September 8, 2020 - 5:30 – 6:30 P.M.**

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### **CALL TO ORDER:**

**CHAIR MAIER CALLED THE MEETING TO ORDER AT 5:34 P.M.**

### **ATTENDANCE:**

**CHAIR MAIER, VICE-CHAIR BOOTH, BOARD MEMBERS BUXTON AND LIGHTENER WERE PRESENT. ALSO PRESENT WAS LIBRARY MANAGER CAMPBELL HIME.**

### **APPROVAL OF AGENDA:**

**CHAIR MAIER MOVED AND BOARD MEMBER X SECONDED THE MOTION TO APPROVE THE AGENDA AS IS. THE MOTION CARRIED 4-0.**

### **REPORT OF THE LIBRARY MANAGER:**

During the library's first week of curbside service beginning Aug 12, more than 2,000 items were placed on hold. 2,445 items were placed on hold during the second week of the new service. Curbside hours are 11:00 a.m.-6:00 p.m. Mon-Thurs and 10:00 a.m.-2:00 p.m. on Fri.

The library is following guidance from the REALM Project on the length of time library materials should be quarantined. All items received in book drops are immediately placed in a separate quarantine room and checked in at the end of the quarantine period. Material due dates have been extended to compensate for this additional period and overdue fines have been suspended until Phase 3.

Patron use of digital materials continues to be robust with demand for e-books, audiobooks, and film streaming increasing 29% from July.

20 new hot spots funded by a CARES Grant have been placed in circulation.

The Friends cancelled their spring book sale due to the health emergency created by COVID-19. They are looking forward to opening the bookstore just as soon as permitted. They are developing practices to maintain volunteer safety in a small and enclosed space as volunteers are drawn almost uniformly from a vulnerable population. The Friends' spending for 2019-2020 will be curtailed due to the cancelled book sale and closure of the bookstore for six months.

### **APPROVAL OF BILLS:**

BOARD MEMBER BUXTON MOVED AND BOARD MEMBER LIGHTENER SECONDED THE MOTION TO APPROVE THE CERTIFICATION OF CLAIMS FOR PAYMENT FOR JUNE 2020 IN THE AMOUNT OF \$90,415.69 WITH NOTED FORM REVISION. THE MOTION CARRIED 3-0.

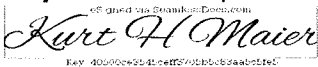
NEW BUSINESS:

AGENDA ITEMS FOR UPCOMING BOARD MEETING:

ADJOURNMENT:

CHAIR MAIER ADJOURNED THE MEETING AT 6:0X P.M.

Prepared and submitted by Leslie Campbell Hime, Library Manager

Minutes Approved by:   
Kurt Maier, Library Board Chair