



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

October 13, 2020 - 5:30 – 6:30 P.M.

CALL TO ORDER:

CHAIR MAIER CALLED THE MEETING TO ORDER AT 5:33 P.M.

ATTENDANCE:

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

APPROVAL OF AGENDA:

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

REPORT OF THE LIBRARY MANAGER:

With the City's approval and following *Safe Start* guidance, the Friends are planning to hold an outdoor fall book sale at the library in October or early November.

There have been no revenue streams since the library's March closure. Fines have been suspended until Phase 3 and temporary library cards have been issued at no cost in lieu of annual nonresident cards as the library cannot process cash/credit payments. The Novel Café has been closed since the library's March closure.

Inslee's October 6 updates to WA's *Safe Start* allow patrons to enter the library in Phase 2 at 25% of building capacity. The original plan restricted patron entrance until Phase 3 but also at 25%. RPL's Return to Work Chart has been updated to include the new guidelines. This chart is a living doc, so changes will be incorporated, as they become available.

The contract for citywide installation of the Genetec Security Camera System security has been executed and installation is scheduled to begin Nov 1 with a completion date before the end of 2020.

The City has approved use of CARES funding for the purchase of 2-replacement self-service check out kiosks for the library.

APPROVAL OF BILLS:

THE BOARD APPROVED THE USE OF SEAMLESS (ELECTRONIC) DOCUMENTS FOR THE SIGNATURE OF LIBRARY CLAIMS FOR PAYMENTS.

BOARD MEMBER BUXTON MOVED AND BOARD MEMBER LIGHTENER SECONDED THE MOTION TO APPROVE THE CERTIFICATION OF CLAIMS FOR PAYMENT FOR JULY 2020 IN THE AMOUNT OF \$78,321.06 AND AUGUST 2020 IN THE AMOUNT OF \$82,919.16. SEAMLESS WILL PROMPT BOARD MEMBERS TO SIGN EACH DOCUMENT.

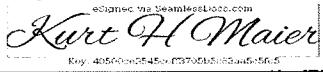
NEW BUSINESS:

AGENDA ITEMS FOR UPCOMING BOARD MEETING:

ADJOURNMENT:

CHAIR MAIER ADJOURNED THE MEETING AT 6:15 P.M.

Prepared and submitted by Leslie Campbell Hime, Library Manager

Minutes Approved by: 
Kurt Maier, Library Board Chair