

ADDISON TOWNSHIP PUBLIC LIBRARY
Draft BOARD MEETING MINUTES
TUESDAY May 19, 2020

CALL TO ORDER: 7:22pm

BOARD MEMBERS PRESENT: Mary Ellen Warner, Mary Frost, Marilyn Szost, James Baldiga, James Elsarelli, Brian Howarth also, Alan Group, James Ratliff, Staff: Lyn Henderson and Jaema Berman.

PLEDGE OF ALLEGIANCE:

CALL TO AUDIENCE: *2 minute maximum per speaker* Char Sutherby, Linda Meininger, Lynn Boehmer

APPROVAL OF THE AGENDA: Unanimous

Consent Agenda Review: Vote: Unanimous

FINANCIAL REPORT: Abbreviated report

Total, all accounts: \$737,842.53

DIRECTOR'S REPORT:

The library spent \$1700.00 on the Hotspot/Technology Grant program. Going ahead with the Judith Anne Doublestein Memorial Brick. Genealogy group met on Zoom successfully. Library Book club having their first Zoom meeting too. The Summer Reading Program is going completely digital this summer: Magic Show, puppet show, events, and Storytime by Judie Kimpan. Lyn Henderson organized staff to call all patrons 65 yrs and older to let them know that we are there for them and will be opening in the near future with curbside services and building services by appt. only. 221 households were called by Lyn Henderson, Judie Kimpan and Billie Stockman. The Library Network has decided to postpone system wide interlibrary Loan. It's understood that extra work results from materials that will quarantine for 72 hours before returning to circulation. Patrons will only have access to our local materials as well as the Overdrive e-book and e-audiobook, free Tumblebooks for all ages. TLN has extended off site access to Ancestry Library Edition until the end of June.

COMMITTEE REPORTS:

- Policy –
- Building –James Elsarelli: status hasn't changed much... meeting for special use approval was cancelled, still not scheduled. :(Waiting on Governor to open up state for small meetings. Site plan submittal dependent on special use approval. Soonest we could have this mtg is June 9, once we're approved, we'll need to release funds for the civil engineer & the architect to finish site plan, which will also generate for us our final fixed cost. \$40k between the two to get the final building & site estimate.
- Finance –
- Communications and Technology –

COMMUNICATIONS:

Proposal for a memorial brick in honor of Judith Ann Doublestein, former Director: Discussion of memorializing Judith Doublestein brick & director Michelle Presley (recently deceased)

Char suggested Memorilization Policy.

OLD BUSINESS:

- **Pandemic Preparedness Plan:** Jaema is walking through the NEW Pandemic Policy, the one she developed is from the American Library Assoc. The PDF from Marilyn will be used to inform both our new Pandemic Policy & the Pandemic Plan.

NEW BUSINESS:

- **Reopening/Restart:** Committee of Library Directors mtg w/ Governor soon to work on open dates, opening could extend into late Summer.

PUBLIC FORUM: Char says. Oakland county will be delivering kits to Leonard for businesses to assist with re-opening. Lyn H. suggests changing out the sign more regularly...

NEXT MEETING: Tuesday June 16, 2020 at the Addison Township Public Library/via ZOOM.

ADJOURNMENT: