

## **Rose Free Library Board of Trustees**

**July 20, 2020**

Call to Order: 6:30

Present: J. Sears, M. Taber, L. Navratil, L. Peck D. Wiltsie

Secretary's Report: The minutes of the June 8<sup>th</sup> meeting were reviewed, with Melissa making a motion to approve, and Janet seconding. The minutes were approved.

Treasurer's Report: The report was reviewed, and Janet made a motion to approve, with Melissa seconding. The report was approved.

Librarian's Report: For the few days that we were open in June, we had 20 adults and 19 children. 18 children have signed up for Summer Reading. The story walks at Marshall Park and Huckleberry Swamp are both set up and there have been many compliments, and some pictures sent in. There are permanent mounts that we could get if we had permission from Marshall's to put them in the park. Janet is going to pursue this. Our webpage for PLS has been updated with a new picture taken by Rick Perez.

Policy Committee: The following policies were unanimously approved and entered into our policy folder: (Motion made by Janet, and seconded by Melissa)

Food and Drink Policy, Anti-Discrimination Policy, Circulation Policy, Code of Service, and Code of Conduct.

Old Business:

-The Annual Fund Drive letter went out to past contributors and some additional patrons who might be interested in contributing. We are getting low on thank you cards, and are going to need to get more – Deanna is going to check with Brenda to see if she knows where we ordered the cards and envelopes from in the past.

-Clerk(s) – We have Alison Avery until at least the end of this year. Having one clerk working more hours might be an easier hire than two clerks with fewer hours. We will make a decision on library hours before we start the hiring process for a new clerk, since we have Ali at this point.

-Library Hours – We are going to need to have morning hours, which might mean changing our weekday hours, if we don't open Saturday. One suggestion was to have two days a week stay 1-7, and the other two start at some point in the morning, all keeping to 6 hours per day. Deanna is going to get patron input and we will table this until our August meeting, so we can also get input from Jennifer and Sheri.

-Five (or three) year plan: Laurie and Deanna are going to start working on our plan. PLS has suggested that a three year plan might be more workable.

New Business:

By our next meeting, the school district should have their plan for starting school submitted. If it involves online learning, we might need to have some guidelines in place for student use of the library for wifi. All students have Chromebooks, but not all families have access to the internet.

Next Meeting: August 10

Adjournment: 7:15

Respectfully Submitted by Laurie Navratil

Rose Free Library Board President