

MASCOUTAH PUBLIC LIBRARY
VIRTUAL MEETING OF THE BOARD OF TRUSTEES
MAY 28, 2020

The Board of Trustees of the Mascoutah Public Library held a virtual meeting on May 28, 2020 at 6:00 p.m.

Trustees present were: Nancy Larson, Roger Grodeon, Frank Bandre, Wayne Wilhelm, Suzy Friederich, Kay Connolly, Bethany McQuiston and Merly Friedland; absent was Jordan Rehfeldt. Also present was Library Director Marian Albers.

Bethany McQuiston served as host of the meeting, President Nancy Larson presided and Merly Friedland recorded the minutes.

Purpose of the Meeting: The meeting was called to discuss Covid-19 updates and assess the library operations under continuing pandemic environment. Marian shared all information she had gathered from meetings, conversations with other libraries, input from resources such as the ILA, CDC, County Health Department, state government guidelines, newspapers and other various sources.

Marian brought up the possibility of enhancing library services by allowing patrons to check out three old Laptops, offering Curbside service and permitting access to the Library by appointment. The Board set the following guidelines:

LAPTOPS – Three old laptops, purchased in 2013, will be made available for check out for a period of one week. Check outs will be renewable if there are no other patrons on the waiting list. The patron must have a current library card and one in good standing with the library for at least one year. This service shall be implemented safely, subject to Covid-19 procedures and guidelines, to ensure protection for both patrons and library staff. Consider the addition of a Laptop Checkout Policy to the Library Policy Manual.

Following discussion, the Board unanimously approved the above stated guidelines for Laptops, with accompanying authority for the Director to make changes that are deemed necessary to adjust to Covid-19 developments. *(Motion by Suzy, second by Roger)*

CURBSIDE SERVICE – The Director will determine the date for starting this service. The Board provided general ideas on how to implement this service. Social distancing must be strictly enforced. Determine curbside service hours, means of transportation, parking spots, pickup and drop off procedures, ways of communication between patrons and library staff.

Following discussion, the Board unanimously recommended the above general ideas for Curbside service and gave the Director authority to determine guidelines, rules, procedures and changes deemed appropriate and necessary to adjust to Covid-19 developments.
(Motion by, second by Roger)

ACCESS TO LIBRARY – Patrons will be allowed entry to the Library by appointment only and after the Sneeze Guards have been installed. Wearing of masks, including children, must be required. Adhere to safety procedures as dictated by Covid-19 guidelines.
(Motion by Suzy, second by Kay)

Other Business: Marian mentioned that St. Clair County is waiving penalties for late payment of taxes due to adverse finance impact of Covid-19.

Congratulations to Marian for finally winning something!!! She won the Lottery - a \$100 Mascoutah Bucks by donating to the Mascoutah Fire Department.

Adjournment: The Board thanked Bethany for hosting the meeting. President Nancy then declared the meeting adjourned at 6:49 p.m.

Merly T. Friedland, Secretary