



## Vaughn Public Library Board Agenda

August 2020

Vaughn Library Board Meeting

Thu, Aug 13, 2020 5:30 PM - 7:00 PM (CDT)

**Please join my meeting from your computer, tablet or smartphone.**

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Call to order: MA, DB, CC, JC, MJ, JL, SJ

1. Approve Agenda
2. Approve Minutes July 09, 2020
3. Public Comment
4. Continuing Business
  - a. Consider Pandemic Policy
  - b. Discuss re-opening
    - i. 2<sup>nd</sup> Floor use
  - c. Strategic Planning
5. New Business
6. Director's Report
  - a. Statistical Report
  - b. Financial Report
7. Adjourn



## Director's Report

July 2020

Hello!

As always, the sunny summer months are flying by at whip speed. Looking at the statistics for July, you can see we are approaching about 75% of our "normal" circulation numbers. Being open for browsing and family checkouts makes a difference in our use numbers. During our closing, I would expect the electronic materials usage to really go up, but that is not what the numbers say. So, for our community, it seems borrowing in person and browsing our shelves is important.

Almost all of our users are happy to comply with the masks required policy. Having a state-wide order helps set the culture of mask wearing, too. Justin Cochrane (building janitor) is doing a great job at keeping things clean throughout the day. There was a new study done by IMLS (institute of libraries & museums) that showed viral evidence on materials after 72 hours, so we have increased our quarantine time to four days. The librarians are navigating this change with the smiles and grace they have shown throughout.

### Programs

Thinking about fall programming is a challenge. I am working on a digital library card campaign, hoping to get the school district engaged in signing kids up for cards that will give them access to our digital collections. The app is called Sora. I will keep you updated as this is a work in progress.

We are discussing whether to continue grab and go for families and virtual storytimes. All things considered, it does not look promising for in-person programs anytime soon.

We had an inquiry from a group of three families who would like to use the large meeting rooms as a place to do group virtual school. We can discuss at the board meeting. I think the biggest challenge is equity; if we allow this group, we must allow others and clearly there's not space for many.

There is also a request for meeting space from a 3<sup>rd</sup> floor tenant who is launching a coding tech school. I will forward that email to board members for review and discussion.

### Financials

Budget work for 2021 is underway. There are no big surprises as of yet. Health insurance costs are expected to rise by 10%, so that will be a hit. Typically, I have the first draft ready for the August meeting. I will aim for that, however we just received all the information from the City last Friday.

### Policy

I drafted a pandemic policy which outlines criteria for closing, scenarios for when an employee or library patron test positive. It also includes a remote work policy. I have it on the [website here](#), for your preview.

Thanks for reading, Sarah A.