



## Vaughn Public Library Board Agenda

2020 May VPL Library Board Meeting

Vaughn Public Library Board Meeting

Thu, May 14, 2020 5:30 PM - 7:00 PM (CDT)

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

<https://www.gotomeet.me/AshlandCityClerk/vaughn-public-library-board-meeting>

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

1. Approve Agenda
2. Approve Minutes March 12 and April 9 2020
3. Public Comment
4. Continuing Business
  - a. Discuss re-opening under Badger Bounce Back guidelines
5. New Business
6. Director's Report
  - a. Statistical Report
  - b. Financial Report
7. Adjourn



## Library Director's Report

May 2020

### Building Renewal

I have let the workgroup know we are on hold until further notice with a prompt to begin thinking about the library as a public asset that has the potential to provide service during times of crisis.

### Programming / Collections

The librarians and cleaning crew are working hard to get our physical space ready for social distancing. Lots of changes, but all are on board and thinking a lot about how services will be impacted by our new normal. (however long that may be)

### Pandemic Response

As we begin planning re-opening, the open hours and services we provide during open hours are part of the equation. Here's what we have been drafting for post May 26:

Summer Hours = Monday – Friday 9 – 6 pm Service breakdown; 9 -10 at risk, elder only time, 10 -3 open for service (computers, browsing), 3-6 curbside only (cleaning guys are off at 3 right now – I am asking to have their hours adjusted to off at 4 so there's a short time for one more high traffic area cleaning). Saturday 9 – 2; offering both curb and open service.

2<sup>nd</sup> Floor by appointment (using Google calendar as we did in the past) for meeting room space. Large rooms with a limit of 10 & small rooms a limit of 2. Check in at circulation desk and access to 2<sup>nd</sup> floor via librarian with a key.

Fall/Winter Hours = Monday – Thursday 9-7, Friday & Saturday 9 – 4 ; who knows if we will divide our open time by specific service as we are planning to for the summer.

We can discuss these measures at our meeting. I am still thinking about expanding computer use via checking out our laptops for "in library" use, but there are limited spaces to safely do that.

### Finances

We are at 37% which is a little high for the end of the first quarter. I will share with staff and encourage a slow-down in purchasing. Our materials budget is lower than last year and this takes some getting used to.

Thanks for reading & hope all are well!

Sarah