

Mooresville Public Library
FOL Board meeting
June 22, 2020

Call meeting to order: The meeting was called to order at 5:03 PM by President Sonja Kriegsmann

Attendees: Sonja Williams, Dawn Wright, Betty Decker, Travis Green, and Diane Huerkamp, Pat Penna.

Absent: All Attended

Minutes: Minutes from January 27, 2020 were presented.

A motion was made by Dawn Wright to accept the Minutes as presented. A second was made by Travis Green. Motion carried unanimously.

Treasurer's Report: Dawn presented the February, March, April, May, and June Treasurer reports. The report is attached to the Minutes. Due to the CoVID19 pandemic, the Mooresville Public Library Friends of the Library Board did not meet in February, March, April, or May!

A motion was made by Pat Penna to accept February 2020 Treasurer's Report and seconded by Travis Green. Motion carried unanimously.

A motion was made by Betty Decker to accept March 2020 Treasurer's Report and seconded by Sonja Williams. Motion carried unanimously.

A motion was made by Pat Penna to accept April 2020 Treasurer's Report and seconded by Travis Green. Motion carried unanimously.

A motion was made by Travis Green to accept May 2020 Treasurer's Report and seconded by Betty Decker. Motion carried unanimously.

A motion was made by Sonja Williams to accept June Treasurer's Report and seconded by Pat Penna. Motion carried unanimously.

June's Current balance \$ 10,010.30

Deposits:

Amazon Smile	\$ 15.19
UBR	\$ 230.42
Recycling	\$ 0
Interest	\$.08
Membership/Donation drive	\$ 0

Total deposits \$ 245.69

Debts:

Total withdrawals \$ 0

Ending Balance 6-22-2020

\$ 10,255.99

Old Business:

Follow up to these last requests:

1. Diane requested FOL sponsoring programming with the Link Observatory Space Science Institute. The amount is \$1,200.00. **This has never been confirmed due to CoVID19. Diane asked the FOL to wait until confirmed.**

A motion was made by Travis Green, seconded by Dawn Wright. Motion carried unanimously.

2. Diane requested FOL purchasing library bags. The amount is \$600.00.

A motion was made by Betty Decker, seconded by Dawn Wright. Motion carried unanimously. **I need to check if this was ordered pre CoVID19.**

3. Diane requested FOL purchasing an ECHO for demonstration in the library. The amount is \$200.00.

A motion was made by Sonja Williams, seconded by Betty Decker. Motion carried unanimously.

Did the FOL give MPL funds for this; I think I asked for you to wait.

4. Diane requested FOL purchasing electronic monitor for children's program room. The amount is \$200.00.

A motion was made by Travis Green, seconded by Sonja Williams. Motion carried unanimously.

We have not purchased a monitor for the Children's program room

- Diane and Sandra attended the 2020 PLA Conference in Tennessee February 24-March 1. **Then on Monday, March 16, Diane closed the library due to CoVID19. We remained closed through May 16th, opened with curbside services through Monday, June 8, when we invited our patrons back into the library!**
- Diane and Sandra are interviewing for 3 open positions: Director of Youth Services, Information Specialist and Adult Programming/Outreach Coordinator. **We hired 3 positions, 2 have separated from employment due to CoVID19: the DYS and Adult Programming/Outreach Coordinator.**
- We launched two new digital products; Library Market which is a room reservation and event calendar and an e-newsletter. **The Library Market proved to be the key to making curbside reservations for our patrons! Excellent project lead by Sandra!**
- Dawn will research if the FOL need to file taxes with income received interest.

New Business:

- **Since March 16, 2020**
 - Hired 3 new employees, details below listed in old business above
 - Storywalk update
 - During March/April Diane had these facelifts scheduled: 1. Entire interior painted 2. New flooring in vending, Children's program room and main entrance 3. Parking lot seal coated 4. WiFi extended to our west parking lot 4. Ordered over \$800 in PPE 5. Applied for and granted PPP for staff payroll during Executive Order Shelter in Place 6. Campus landscaping trimmed, weeded and mulched 7. Ordered three new touchless self-check screens- two installed 8.

Attended three-five Zoom meetings a week, crafted plans, new services, partnerships, policies, etc., 8. Held weekly MPL leadership team zoom meetings 9. Weekly updates and three personal calls to staff during Shelter in Place 10. Carpets cleaned 11. Deep cleaning of interior furniture and bathrooms 12. Staff had expectations to complete while being paid to Shelter in Place- staff complied! 13. Wrote an ORCA grant for the Town of Mooresville, businesses- still in holding Que. 14. Increased our budget for Hoopla during our e-resources only phase. 15. Crafted phasing to restore services 16. I took advantage of the Governor's PPE for businesses with less than 500 employees!

- Employees are screened prior to their reporting to work: fever, temperature over 100.5 F, close contact with or caring for someone with CoVID19, and any symptoms of CoVID19 in the last 14 days.
- Curbside services from May 16 through June 8th and we continue to offer this service. I partnered with Showtime Video and purchased \$90 of popcorn to pass out to our curbside!
- I am working with County Commissioners for possible CARES reimbursement for CoVID19 PPE.
- The Youth Services team planned our SRP, despite our limited access/ social distancing. The have 126 registered with new registrations daily.
- The AARP Tax preparers opted not to return after Executive Order lifted.
- CompuAGED will resume in July to offer one on one computer/technology instruction and assistance
- We were the 2nd library in the greater Indianapolis and surrounding counties to open to the public! Our hours are Monday-Thursday 10-6, closed Friday and 10-4 Saturdays. I have a bookmark that describes our requirements and requests during this these hours. We are averaging about 12 patrons an hour or 150 patrons a day compared to 450-500 patrons.
- FOL bookstore resumed on June 8! It has been pretty popular.
- Sandra and Bill have been outstanding on keeping our social media fresh! Our website and we had the headlines twice in June!
- Our surfaces and restrooms are on hourly schedules for sanitizing.
- Our materials are quarantined for 72 hours including our IntraLibrary loans.
- Three staff members made fabric masks and are 'fundraising' donations accepted.

Diane has 3 requests for possible funding:

1. Diane requesting FOL sponsoring the dues for 2020 Indiana Library Federation membership for Megan, Emily, and Elizabeth. The amount is \$180.00.

A motion was made by Pat Penna, seconded by Dawn Wright. Motion carried unanimously.

2. Diane requesting reimbursement for the popcorn \$90.00 which was taken from our vending funds- which is generally used for Happy Dollars, our staff for recognition, etc?

A motion was made by Dawn Wright, seconded by Travis Green. Motion carried unanimously.

3. Dawn inquired if the FOL could offer MPL funding for more fabric for making masks.

A motion was made by Sonja Williams to give \$100 to MPL for fabric to make more fabric masks, seconded by Dawn Wright. Motion carried unanimously.

The next meeting is **July 27, 2020** at 4:57 PM! We had no meetings in February, March, April, or May!

Adjourned at 6:00 PM.

Next meeting is July 27 @ 4:00 PM

Respectfully submitted by Diane Huerkamp