

St. Ignace Public Library May Board Meeting Via Zoom - May 12, 2020

The meeting was called to order at 5:02 with a roll call attendance of Alycia McKowen, Eliska Grogan, Martha Sjogren, Kim Nowack, Loni Brown, Mary Maurer, and Ruth Lachapelle in attendance via Zoom connection. Not present was Elaine MacDonald.

Old Business

Approval of April Minutes: Martha Sjogren makes a motion to approve the April 2020 minutes as presented. Motion was seconded by Mary Maurer. A roll call vote took place to accept or deny the motion. Eliska-Yes, Kim- Yes, Martha-Yes, Loni-Yes, Ruth-Yes, and Mary-Yes. Motion was approved.

New Business

Directors Report: Alycia McKowen gave a verbal update on the state of the library during the state mandated "Stay Home, Stay Safe" order. Alycia highlighted efforts to purchase PPE and safety measures for the eventual reopening of the library. A staffing change was also noted in the verbal report.

Paying Support Staff During Mandated State Closure from May 1 - May 28: Alycia McKowen presented via verbally paying support staff a minimum amount of hours per work that staff would have worked for the four week state mandated closure due to Executive Orders 2020-69. Support staff's minimum hours are Chad-14, and Jill-15 which would equal a total of \$1,383.12 for those four weeks. Martha made a motion to continue paying staff for the four weeks that they would have worked during the state mandated closure. Eliska seconded the motion. A roll call vote took place to accept or deny the motion. Eliska-Yes, Kim- Yes, Martha-Yes, Loni-Yes, Ruth-Yes, and Mary-Yes. Motion was approved.

Reopening Draft Plan: Alycia McKowen presented verbally and highlighted key areas of the draft plan for discussion. The plan to reopen is set in three phases with restrictions while maintaining CDC recommended safety measures to ensure patrons and staff can interact with the library safely. Discussion took place on the next steps to take to further the eventual reopening of the library. Alycia will continue to report back to the library board on any state changes and guidance from the Library of Michigan regarding reopening libraries.

Payables: Payables for the month of May totaled \$1,596.45. A motion was made by Ruth Lacapelle and seconded by Martha Sjogren. Discussion took place. A roll call vote took place to accept or deny the motion. Eliska-Yes, Kim- Yes, Martha-Yes, Loni-Yes, Ruth-Yes, and Mary-Yes. Motion was approved.

Public Comment: The library placed an order for mulch and is seeking bid requests for grass cutting for the 2020 summer season. A brief conversation took place on how libraries will change and adapt during the COVID-19 time.

Meeting Adjourned at 5:41 PM

Approved June 9, 2020