

Minutes  
Bartholomew County Public Library  
Board of Trustees Meeting  
April 13, 2020  
Board Meeting 4:00 – 5:00 pm

Call to Order

By order and permission of the Governor, the meeting was held by combination of one member on site and other members by virtual meeting (Zoom). The meeting was called to order at 4:04 p.m. by President Gron.

Present by Zoom: Monta Frazier, Gary Gron, Billie Whitted, Angie Wieneke, and Mike Wilkerson. Library staff: Angela Eck, Assistant Director; Mike McIver, attorney.

Present on site: Vern Jorck, Library staff: Jason Hatton, Director; Michelle Williams, Business Services Coordinator.

Absent: Brenda Tallent

Approval of Minutes

The minutes of the March 9, 2020 board meeting were reviewed. Wilkerson moved and Jorck seconded approval of the March 9, 2020 board meeting minutes as presented. The Board was polled and all answered Aye. Motion carried unanimously.

Financial Report and Approval of Claims

A. Claims 233 through 314 in the amount of \$356,792.11 were reviewed. Hatton made note of the following claims: Claim 257 to Carrier was for HVAC repair. Claim 260 to Communico is for the new website design and implementation. Claim 277 to Midwest Tape contains a larger than normal cost for Hoopla as the daily and monthly limits were increased because of the COVID-19 pandemic. Claim 290 to Stratosphere is for staff computers. Claim 313 to First Financial Bank included expenses for PLA conference meals and lodging. Whitted moved and Jorck seconded approval to pay Claims 233 through 314 in the amount of \$356,792.11. The Board was polled and all answered Aye. Motion carried unanimously.

Action Items

A. COVID-19 Resolution. Hatton discussed the COVID-19 resolution regarding the library status and staff concerns. He discussed how it was being addressed at the Federal, State, and local levels in government, business and school settings. McIver addressed the pay provision of the resolution and the extension of 30 days beyond the lifting of the stay at home order, which is currently April 20. McIver and Hatton both said they expected that date to be extended. Gron asked what other libraries and Boards are doing. Hatton answered that most are following the same procedure as we are, but not all. Frazier asked for clarification and Hatton mentioned St. Joseph County has furloughed some employees for the duration of the order. Frazier asked if we need to reconvene the Board to reapprove the resolution in the case of extensions and Hatton said the Resolution is open-ended to eliminate that necessity. Frazier moved and Jorck seconded approval to of the COVID-19 Resolution as presented. The Board was polled and all answered Aye. Motion carried unanimously.

Reports

A. Plan to Re-open the Main Library and Branch. Hatton reported that he is working on a draft on how to reopen once the stay at home order is lifted. He said many libraries are preparing models, and Directors are sharing those models. He anticipates a phased re-opening with some services starting as soon as one week after the order is lifted. The phases and time-line will reflect the local health situation. Gron asked about the book drops being closed. Hatton answered that they are closed and have been since late March. Gron asked if they could be opened for a short time, and Hatton answered that we are researching the quarantine requirements for the different types of materials we deal with, e.g. paper and plastic. A 72-hour quarantine on paper items is currently recommended. He said that once the order is lifted, we will start implementing a curbside pickup for holds. Staff will rotate shifts to deliver items to patrons on their vehicles. No patrons will be allowed in the buildings during this phase. He said we are trying to determine a system to allow some patrons into the building to use the computers for necessities such as unemployment filing, TANF, etc. Whether that will be by appointment or some other means is still under discussion. Hatton repeated that those are the two big concerns right now – curbside and opening the computers.

Public Comment – 10 minutes

None.

New Business

Jorck asked about the vandalism to Large Arch and if there was any anticipation of restitution from the perpetrators. McIver answered that normally, restitution is built into sentencing. However, based on the police reports, and with such a large number of victims, it would be hard to say if there will be any damage recovery. In the short-term, the library will pay for the damages regardless of any potential restitution. Hatton said that a quote for the damage repair has been forwarded to CPD at their request.

Hatton advised the Board that he would continue to update them regarding any changes as the COVID-19 situation continues to be assessed.

Hatton reminded the Board of the next scheduled meeting on May 11, 2020 and that we will conduct that meeting under the same process with members joining via Zoom.

Adjournment

There being no other business to come before the board, the meeting was adjourned at 4:28 p.m.

Attested:

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Billie Whitted, Secretary

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Gary Gron, President