

HANDLEY LIBRARY BOARD MEETING

Combo Online Zoom/In Person Meeting (Bowman Library)

Tuesday, September 15, 2020

Present: Chair C. Fox, G. Schultz, A. Gray, L. Costello, Mary M. Wise

Absent: B. Downing, C. Leahy, C. Rush, M. Gaylor

Representing the Library: J. Huddy and A. White

Guests from Kimberly Bolan & Associates: Rob Cullin, Marisa Amara, Janet Nelson

- Chair Carole Fox called the meeting to order at 4:39 p.m.
- A special presentation of The Handley Library space study report by Kimberly Bolan & Associates was presented by Janet Nelson. The organization gathered extensive data and information from conversations with staff and patrons and from various data analysis by looking at populations surrounding all three libraries and community demands. Many recommendations were made to make the library more welcoming, more updated, and to reflect the diverse populations.

M. Wise questioned how to balance history and operations and whether there is a similar library in the area to visit. There will be a list presented to reflect that request.

The next step is for the Board to make decisions based on the recommendations and to determine a budget.

C. Fox thanked the representatives for such a thorough and informative presentation and stated that the Board will review the study report and come up with a plan in the near future.

- Motion was given by M. Wise to adopt the Minutes for July as presented and was seconded by G. Schultz. Other than to change the minutes to represent “Senator Potts”, the Minutes were adopted unanimously.
- Public Comments: No comments were given.
- Director’s Report: ▪ The reopening of the libraries is still going smoothly with very few ~~little~~ problems. ▪ The Friends Expect the Unexpected Used Book Sale netted a \$14k profit. ▪ The Library has filed for Cares Act funding for \$13k for a new self-checkout kiosk to put in the Bowman children’s areas and also for an inventory wand to use on the book shelves. ▪ Virtual programs are still going strong and have been successful. We are working with local schools to get virtual library cards to all students for easy access to the library and its online resources.
- Treasurer’s Report: A. White gave the Treasurer’s Report.
- Old/Current Business: Our checkouts and visitor numbers are good despite Covid. We are constantly watching Covid-19 local rates, and it’s low at the moment.
- New Business: The board discussed the possibility of closing the libraries on Election Day, November 3, as Bowman is a polling location and election day is now a state holiday. G. Schultz made a motion to close the libraries on Election Day. M. Wise seconded the motion. All in favor and approved.
- Kim Bean Retiring: Bowman Library Operations Manager Kim Bean is retiring the end of September after 22 years at Handley Regional Library System. The Library Administration has developed a plan for personnel and staff reorganization that C. Fox will send to the Personnel Team to review and approve. The Board will discuss the plan at the October Board meeting.
- Robinson Funding: Due to Covid the Trustees did not meet in the spring as expected. The Trustees are now able to meet again at the end of September and plan to review the current year Robinson funding request. The Finance Committee will review requests for Robinson monies and will present at the next Board Meeting.

- Motion to Adjourn: L. Costello presented a motion to adjourn the meeting and was seconded by G. Schultz. The motion was unanimously accepted.
- Adjournment: The meeting adjourned at 5:34 p.m.

Carole Fox, Chair

Gene Schultz, Secretary
Cheryl Nakagawa, Recording Secretary