

On Monday, March 16th, an emergency board meeting was held with less than 24 hours notice. The nature of good cause was due to the national coronavirus pandemic.

Meeting Location: GPL Fireside Room

Time: 12:00pm

Jackie Barnes called the meeting to order at 12:05pm. Also present: Todd Meyer, Michelle Wilkinson, Sandra Halblom and Mara Edler.

New Business: Coronavirus Pandemic Action

- Concerns:
 - Remaining Open: Mara shared the following concerns regarding staying open during regularly scheduled hours and/or continuing regularly scheduled programming:
 - Unsanctioned Childcare Service: Concern that due to school closings, the library may have an increase in underage patrons who are unsupervised and/or occupying the library for extended periods of time. This may pose a risk to safety.
 - Lack of Cleaning Supplies: Due to the recent high demand for wipes and cleaning supplies, the library's order was not fulfilled. The current inventory of cleaning supplies are low and unlikely to sustain extended use.
 - Staff Risk: The majority of staff have been deemed "high risk." Mara has asked vulnerable staff to refrain from coming to work.
 - Public Risk: The library and supplies are utilized by a large variety of patrons, increasing the plausibility of spreading the virus and/or other germs.
 - Closing: Mara shared the following concern regarding closing the library and cancelling all programming:
 - Staff Security & Paychecks: Mara is concerned for staff who are hourly and rely on their paychecks.
 - Board members discussed paying all staff according to their regularly scheduled hours, regardless of actual hours worked.
 - Curbside Service: Mara proposed the option of providing patrons with Curbside Service.
 - Proposed service would allow patrons to check-out materials online or by phone. Physical check-ins and check-outs would occur during two one-hour windows (10-11:00am and 5-6:00pm).
 - Board members discussed the option of extending the proposed Curbside Service schedule in order to increase accessibility while decreasing crowds. The option discussed was to offer two two-hour windows (10-12:00pm and 4-6:00pm).
 - Returned materials would be quarantined for three days and then returned to the general collection and available for check-out.
 - Mara would offer the hours to staff in conjunction to the typical schedule. Staff will be allowed to come in at their own discretion.

Todd made a motion to close the library effective immediately and to institute Curbside Service for four hours a day (two two-hour windows; 10-12:00pm and 4-6:00pm) effective Tuesday, March 17th. Michelle seconded, ayes carried.

The board will reevaluate the closure and Curbside Service at the April 2nd board meeting.

Todd made a motion to continue paying all staff through the end of March, according to their scheduled hours, but regardless of actual time clocked. Sandra seconded, ayes carried

Mara will communicate the board decisions regarding procedural and scheduling updates to staff, patrons, and public via the published newsletter and Library social media.

Todd moved to adjourn, Michelle seconded, ayes carried.

Next meeting: April 2, 2020