

Trustee Meeting Notes

Date: 8/31/20

Attending: Denise, Judy, Lynn, Robin, Elena

- **Announcements:** our portion of master plan was submitted, also applied for grant for chrome books from the State Library.
- **Date of next meeting:** 9/14/20 6:30pm
- **Minutes of previous reviewed/accepted**
- **Treasurer:**
 - *discussed paying bills and the procedures for petty cash purchases. We would like to shift to approving bills once a month after they have been paid, just approving the list of expenses. Elena will bring some materials to the next meeting to discuss possible changes to the procedure for bill authorization.
- **Programming:**
 - *Judy wondering if we should do a monthly kit for homeschoolers (and others) in the spirit of the craft kits we did over the summer. Reading squared will be all virtual programming and it also has crafts/games.
 - There are many opportunities for creativity with different programming, this will be evolving going forward and may expand to adult programming as well.
- **Other business:**
 - *Looking into an outdoor, weatherproof container for books. Lowes has one for \$149, Wally will set it up.

 - *Discussion over how to allow for self- checkout or a social distance friendly version of checking out. Discussion about the practicality of plastic barrier, moving furniture, etc. once we have people in the building again. This will be an ongoing, ever changing topic as the situation changes. The staff have the support of the trustees to do what makes sense as far as changing the flow of furniture, traffic patterns, etc.

 - *ILL will start back up on Sept.15. The books will sit for 3 days then be available for check out.

 - *Denise's resignation- We are contemplating replacement. In the interim we ask Judy to catch up on any gaps in knowledge from Denise. Judy has a long history in many positions of service to the MPL so she is already a great resource. This will be an evolving situation given the reduced services/hours and the limited candidate pool for the salary/hours available.

 - *Assessors annual questionnaire was completed and submitted to Brenda

Adjournment: 7:47