



ANACORTES PUBLIC LIBRARY

Board of Trustees' Meeting Minutes

May 11, 2020 9:00 am

Board of Trustees Attendees: Alethea Fleming, Dave Duck, Katherine Hamer, Christina Hansen, John Shafer

Library Attendees: Sydney Brady, Diana Farnsworth, Michelle Hanna, Jeff Vogel, Leslie Wilson

Call to Order

The meeting was called to order at 9 a.m. by Alethea.

Internal Updates

Jeff

- All Hands staff meeting last week via Zoom was great. The Management team was able to update everyone on what the rest of the staff is working on since we've all been doing different things.
- Budget Update: the City is still expecting a \$1.7 million shortfall. We'll start to see the real numbers in May. The Library has cut 40% of our discretionary funds, including books and training. We will not be filling our open part time Library Assistant position any time soon. When we do re-open, we will begin book acquisition using Friends money.
- We are part of the Phase 3 re-opening plan. This means we could open as early as mid-June, with significantly modified services and availability. Our reopening plan will be strategic, intentional, and cautious. We may opt to open the book drops one or two times per week, quarantining the books for 72 hours before processing them.
- The Skagit Library directors are talking weekly and brainstorming options, including curbside delivery. This could mean that patrons can place holds, the staff would pull them, and the patron would pick them up at a scheduled time. There would be no browsing available initially.
- The Teamsters contract has been approved.
- We are going to be piloting a Simple E online book platform, offering 1,000 titles the state has purchased. We will test it with staff and management first.
- The small percentage of the public is using our internet service from the parking lot.

Leslie

- Our Children's programs and services continue with storytimes 5 times a week! We had guest story tellers during National Library Week. This opportunity to read is open to the Board and anyone else who would like to read a book to the kids. We've had a great response to our story times. They are no longer filmed "live", instead we are filming ahead of time and "premiering" at the published time. Parents are happy to have the opportunity to watch the storytime when it is convenient for them.
- Ria is still doing crafts for the kids and Lisa continues with her Open Play program. Ria has embraced "going on a bear hunt" by changing our Bear display every day.
- Leslie continues meeting every 2 weeks with the Book Club via Zoom.
- The next big focus is Summer Reading. This will be a new challenge with the current restrictions in place so the area libraries are brainstorming ways to present Summer Reading without large group meetings and celebrations.

Diana

- "Together We Discover" has replaced traditional Wednesday evening programs. It has been very successful so far. Jonn's beekeeping video has over 1000 views.
- Teen Writing group meets weekly to chat mainly, there is not much writing going on at this time.
- We are hoping to launch an outreach program for people who do not have internet access, such as retirement centers.
- Digital Dive In is a weekly exploration of digital offerings available at the Library.
- The amount of digital activities has increased dramatically and we plan to continue some of them in the future.
- The marketing team is working harder than ever, providing online content and advertising, often with just a one week turnaround.

Sydney

- The Red Bag Pantry is still stocked daily by a Simple Gesture.
- The phones are still ringing, mostly for password help, instructions for online services, memberships, and even spelling questions.
- Syd has finished the Non-Fiction collection move. The shelf signs will be updated accordingly.
- Cheri and Theresa are catching up on book processing and tech services.
- Many of the staff are taking advantage of online learning opportunities and finishing up old projects.

Board Business

- Alethea moved to approve the minutes from April's meeting. John seconded

Election of Officers

The Board positions were presented as follows:

President: Alethea

Vice President: Katherine

Secretary: Christina Hansen

This slate was passed unanimously.

The meeting was closed by Alethea at 10 a.m.

Next meeting is June 8 at 9 a.m., location online.