



ANACORTES PUBLIC LIBRARY

Board of Trustees' Meeting Minutes

June 8, 2020 9:00 am

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

Approval of Minutes

Motion to approve the minutes from the May 11 meeting (Dave) and seconded (Christina).

Internal Updates

Jeff

- There are lots of details to sift through for our Phase 2 reopening. Jeff and Sydney will discuss staff logistics for offering curbside service beginning June 16.
- The book drops have been utilized but not overwhelmed so far.
- We are still practicing a 72 hour quarantine on books that are received.
- Curbside pickup will be in the front parking lot. Patrons will place holds online and library staff will pull the hold list multiple times per day. The patron will receive an electronic notification when their holds are ready. They will call the library when they are waiting outside and library staff will deliver the books wearing masks and gloves.
- Library staff will begin working in the building again starting June 15. Working from home will still be an option through Phase 3, which we anticipate to be early July.
- When we reach Phase 3 we will have a partial, controlled re-opening. There will be no browsing or seating available.
- Mac has supplied us with cleaning products, PPE, and a no-touch thermometer for staff use.
- Library Programming is going well. All Library staff are still working! We feel fortunate that we are still working since other area libraries have laid off or furloughed much of their staff.
- The City has identified a \$2.1 million deficit, so all departments have stepped up and cut budgets. The Library cut our book acquisition budget, training, and supplies at least through July.
- The bargaining agreement passed City Council, and payroll will be adjusted as needed for represented employees.

Leslie

- Summer reading starts June 15! This is the busiest time for the Children's department. A survey was sent to families to solicit input on how summer reading would work best and those responses have helped guide the plan. The theme is Imagine Your Story. The program goes through August 31 and will feature a half-way prize as usual. A reminder: summer reading is for ALL AGES!
- We are cutting back to 4 regular storytimes a week (from 5) for July. The schedule will be:
 - Monday - Family story time with Ria
 - Tuesday - Tuesday Tales with Lisa
 - Wednesday - Toddler and Baby story time with Leslie and Lisa
 - Thursday - Pajama story time with Diana
- We are starting a new program called Story Time Adventures, which will feature crafts, STEM activities, and scavenger hunts.
- We are also going to feature Virtual Tours on Fridays, which will feature tours of famous landmarks, such as the Statue of Liberty from the inside.
- We will have a virtual program on July 1st featuring Elliot, a local magician.
- In August we will be checking out craft kits for Rock Painting with all supplies included except the rocks.
- Also in August will be our chapter book read-alouds.
- The Children's department is putting together booklists for families and parents to talk about racism.
- We have partnerships in place with ASD for summer reading. The Elementary librarians are giving out books with the food deliveries.

Diana

- Teen programs continue in a low-key fashion. They are meeting regularly but spending more time talking and relating right now, which is a good healthy choice for them.
- We are planning summer programs, including a drawing program and an acting workshop, possibly in partnership with ACT theater and our own Morgan White.
- Adult programs are also continuing with the 2020 reading challenge.
- Together We Discover continues through June, then will break for July and August.
- Digital Dive In continues for the foreseeable future with staff-curated Digital Resources.
- Marketing continues to be active and produce signage and communication. We're also getting to the "someday" list of things we've always wanted to do but haven't had time for.

Sydney

- There are 5 staff in the building regularly! 3 are working from home and will return in Phase 2. 3 will come back in Phase 3, and 2 won't be back until Phase 4.
- Curbside details: we will have dedicated staff assigned to the phone, pulling materials, and delivering outside. This way we will be minimizing in-person communication.

The meeting was closed by Alethea at 10:00 a.m.

Next meeting is July 13 at 9 a.m., location online.