

Minutes of the David A. Howe Library  
Board of Trustees Meeting  
May 12, 2020

Trustees Present: Donald Comstock, President, Nic Gunning, Director, Emily Peavey, Vice-President, Voni Walker, Treasurer, Madeleine Gasdik, Kris Green, Nancy Reuning, Tom Reuning, Laurie Hennessy, Anne Sobeck, Secretary

Trustees Absent: none

Call to Order: President Donald Comstock called the May 12, 2020 meeting to order at 7:32am.

Discussion and Approval of Minutes: A motion was made by President Comstock and seconded by Trustee Hennessy to approve the May 2020 minutes. The motion carried.

Director's Report:

A. Statistics

-Circulation

Digital materials were up by 801. Director Gunning noted that requests for library cards has increased significantly since the beginning of Covid-19.

-Program

Children's stats not available.

Adult book clubs remain steady.

Podcast listens continue to climb.

B. News from the Library

-Staff continue to order and process materials in preparation for the DAHL reopening.

-Director Gunning continues to work with the Directors Advisory Council and the STLS to develop reopening best practices. The DAHL Board of Trustees will be consulted also.

-The DAHL Annual Report is temporarily on hold. The Board feels it should be available to patrons online with copies also available upon request.

C. Department Reports

Auditorium:

-Jessica continues to work on rescheduling events.

Youth Services:

-Kate continues her online programs for children. She is exploring options for the Summer Reading Program.

-The Teen Photo Show will be postponed.

Technology:

-Ken has been going in weekly to update technology and perform maintenance on equipment. He completed the STLS training on Blue Cloud Analytics. He has also updated the DAHL website and added new distant options.

Building and Grounds:

-The Weavers have been in contact and will begin the landscaping soon.  
-Rick has seen to general maintenance, painting, and treating the woodwork.  
-The masonry work to prevent the terrace leaks is being rescheduled.  
-He will see to the installation of plexiglass shields to protect patrons and staff before the reopening. Masks will be ordered.

Committee Reports: none

Friend's Report: none

Old Business: none

New Business: Trustee Peavey reminded us of the Virtual School Budget Meeting on May 26<sup>th</sup>. Director Gunning will be participating. Absentee Ballots will be mailed to the taxpayers. Please Vote!

Adjournment: A motion to adjourn the meeting at 8:00am was made by Trustee Peavey and seconded by Trustee Walker. The motion carried.

Respectfully submitted,  
Anne Sobeck  
Secretary