

Minutes of the David A. Howe Library  
Board of Trustees Meeting  
June 9, 2020

Trustees Present: Donald Comstock, President, Nic Gunning, Director, Voni Walker, Treasurer, Laurie Hennessy, Nancy Reuning, Tom Reuning, Kris Green, Anne Sobeck, Secretary

Trustees Absent: Emily Peavey, Vice-President, Madeleine Gasdik

Call to Order: President Donald Comstock called the June 9, 2020 meeting to order at 7:31am.

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

Director's Report:

A. Statistics

-Circulation

Digital materials had a huge increase of 1271!

-Program

Response to all interactive posts has been very good.

A digital gift card was raffled off for Mother's Day.

B. News from the Library

-Director Gunning continues to participate in the STLS and county-wide meetings to prepare for reopening of the DAHL. It is hoped that abridged services will resume on June 29<sup>th</sup>.

-PPE supplies are being ordered for the Library. Staff schedules are being worked on. Mandatory staff wellness checks will be completed by each staff member prior to the start of each shift. A pick-up spot will be at the Auditorium entrance, 12-2 and 4-6 Monday thru Friday and 12-2 on Saturdays. The regular drop-off spot at the front entrance will continue to be available with all materials cleaned and quarantined. Director Gunning is not sure how long this phase will last.

-Director Gunning attended the WCS budget hearing via Zoom.

-A peaceful protest was held on the DAHL lawn on June 1<sup>st</sup>. The Library was not notified prior to this event. Director Gunning was able to contact the organizers and asked that he be notified of any future events so that proper Library procedures for lawn use would be followed.

C. Department Reports

Auditorium:

Jessica continues the difficult process of scheduling and rescheduling programs for the later part of this year not knowing how Covid-19 will affect it.

Technology:

Ken continues the process of updating workflows on all Library computers.

Youth Services:

Kate, Niki and Director Gunning are all working on the implementation of The Summer Reading Program set to begin July 6th thru August 14<sup>th</sup>.

-Tuesdays on the Terrace has been put on hold.

-Music on the Lawn has been cancelled.

-Director Gunning and staff are trying to find a way to implement the Summer Book Sale.

Grants and Financials:

The Allegany Area Foundation has awarded the DAHL with a \$500.00 grant to aid in the reopening process.

Committee Reports: none

Friend's Report: none

Old Business: none

New Business: none

Adjournment: A motion to adjourn the meeting at 7:57am was made by President Comstock and seconded by Trustee Hennessy. The motion carried.

Respectfully submitted,

Anne Sobeck

Secretary