Minutes

EAST HADDAM LIBRARY SYSTEM

Aug 13, 2020

On-line Meeting

6:30 PM

Trustees Present: Dawn Barlow, John Bielot, Juliana Tryon Ranaudo, Jane Chisholm, Bill Barney
Trustees Absent: Chris Vanvalkenburg, Chris Delisle, Vicky Riley Pach, Janine Broe
Also Present: Michael Gilroy

1. Call to order
   The meeting was called to order at 6:37 PM.
2. Review Minutes from July 9, 2020 meeting:
   Minutes were accepted as submitted.
3. Reports:
   a. Director's Report (https://docs.google.com/document/d/1Fh9yEJivSeTX2kvcie04e-dpX9c4QbbQazkGJn73FFw/edit?usp=sharing)
   Library Reopening: Roughly 50% of CT libraries are allowing in-patron visits at this time. The rest are offering curbside, delivery, or remain closed. The Board of Selectmen plans to reopen the EHLS libraries that were closed to patrons starting on March 6th (staff returned on site in May and curbside service fpr patrons began on 26 May). The amended reopening plan is described under 4. Unfinished Business, below.
   EHFPL building transfer to town: the new deed has been signed and is expected to be transferred to the town and filed shortly.
   New town facilities director: Don Angersola has been hired.
   Staff: Anastasia Wilson is supporting the EHFPL Children's Department; Antonio Addario has left to start at UConn: a new intern will be hired to cover EHFPL weekend/evening shifts.
   Hurricane etc: Libraries were closed last week, and for several hours today, due to electrical interruption.
   Circulation: East Haddam accounted for 1.5% of LION circulation in June & July (similar to pre-closure percentage of 1.4%, but all Lion total circulation has been low due to COVID closures. E-Book circulation is up by 34%, with digital audiobooks up 25%, compared to the year previous. Holds online also increased dramatically. There have been 102 new library cards issued to new patrons, and the cards are being used, many used regularly.
4. Unfinished Business
   a. Library Reopening Plan
   "EHLS Public Reopening Summary" (https://drive.google.com/file/d/1s7bCO8jbd6J3wlQFHCL4ccyKrpNpksU4/view?usp=sharing) was presented as the amended re-opening plan proposed by the Library Director, referencing the CT State guidance (https://portal.ct.gov/-/media/DECD/Covid_Business_Recovery-Phase-2/0723Libraries_C1_V3.pdf).
   [Also referenced CT Libraries Reopening Report (https://libguides.ctstatelibrary.org/ld.php?content_id=55388808) re other libraries]
   Highlights:

The last outstanding requirement for reopening is the installation of plexiglass shields around all publicly accessible staff areas in the libraries; this is expected to be completed this weekend. Re-opening of both library buildings to patron use may begin early next week. Masks will be required for all staff & patrons wishing to enter the library, with an official policy of no masks, no inside service. Full remote (curbside) service will continue to be offered after reopening, and be encouraged as a safe alternative. It has been appreciated by patrons, and will be available to all. Full details of the reopening plan are available in the Summary linked above.

b. The following MOTION was proposed by Jane, seconded by Dawn, and approved 5-0-0: "Move to accept the proposed amended Phase 3 re-opening of the East Haddam Libraries as presented by Library director with the acknowledgement that the director may make changes after discussion with staff, and health department, and following the town and state regulations."

c. Library Board 2019 Effectiveness and 2020 Goals

   i. E-Mail: EHLS email newsletter may not have reached all who would like it: Michael will check the address list;

   ii. Donations: the Board will work with Michael to write an invitation for donations, by the board, that will be included in the next newsletter. This may include the information on how to list the EHLS as the favored charitable organization that patrons can list for their 'Amazon Smile' account donations.

   iii. Programs for Life Long Learning: Library programs cover a broad range of patron ages and interests, even during the COVID shutdown. Although access to Ancestry.com is limited to library computers, a future online presentation on the use of this library resource may be offered; Michael will contact the vendor (in addition to museums we have passes for) to see if an extension of the subscriptions and passes can be considered, due to the inability to use them during the shutdown.

   iv. EHFPL 100 year Celebration: Michael will schedule a zoom presentation on EHFPL and then post the recording on the EHFPL website: also our historic pictures of the EHFPL will be posted.

   v. Support town in creating a plan to address current needs and future development of the EHLS: discussion was limited; specific future needs may be better understood at a later date.

   Meetings Calendar for rest of year: Michael will contact town regarding updating the Meetings Calendar (Michael will contact the Programming committee and identify whatever Program meetings will not occur; Michael will let the town know that the Sept 9 Governance meeting is cancelled; all planned Finance meetings are expected to be held at this point).

   vi. Community Involvement: newsletter, email, EHFPL 100 year zoom presentation were discussed.

5. Audience of Citizens: no input from citizens was received.
6. Adjournment at 7:42 PM without objection.
7. The next Meeting will be on September 10, 2020, held by ZOOM