**Hopkins County-Madisonville Public Library Board of Trustees Meeting Minutes for Rescheduled Meeting, May 28, 2020**

Roll Call

The Hopkins County-Madisonville Public Library Board of Trustees held its rescheduled regular meeting on May 28, 2020. In response to governmental direction to practice social distancing, the meeting was conducted online via Zoom teleconference. A quorum was established with the presence of President Tara Edwards, Vice President Liz Schweizer, Treasurer Allen Davis, Secretary Jonathon Storms, Judy Rhoads, Director Joel Meador, and Staff Members Angel Killough, Mance Chappell, Sharon Drennan.

Approval of Agenda

Tara Edwards called the meeting to order at 4:31 p.m. Allen Davis moved to approve the agenda with flexibility. Judy Rhoads seconded. Motion carried.

Approval of Previous Minutes

Tara asked for any corrections to the minutes of the April 16, 2020 meeting. With no corrections being made, Liz Schweizer moved to approve the minutes as written. Judy seconded. The minutes were approved as written.

Treasurer’s Report

Tara asked if there were any questions about the Financial Statements as submitted. There being none, the report (and bills) were filed for audit.

Communications

Joel Meador informed the board that Hopkins County, Madisonville and Dawson Springs have all announced funding for the library for FY 2020-2021. Appropriations remain the same as this year. As in past years fundraising will be a factor in the upcoming budget, which could be affected by COVID-19. Also, expenses incurred on precautions necessary to reopening both libraries as related to COVID-19. He also reported on how these operational adjustments could affect staff, patrons and other aspects of the libraries.

Joel also reported that the library has received grant funding in the amount of $5000.00 from the Kentucky Humanities Council to assist with operational expenses due to COVID-19. Angel has also applied for a grant to help reimburse our PPE/COVID-related expenses.

Judy suggested a fundraiser targeted at patrons who have contributed to the library in the past, to be contacted by phone, email, or through mail.

Jonathon Storms added that live streaming annual fundraisers could be a technique to move forward with successful campaigns from past years as well.

Tara suggested that the board and staff brainstorm on the topic and contribute possible fundraiser ideas that would comply with current and future restrictions at the next meeting.

Sharon Gibbs added positive remarks regarding the ideas presented and agreed to take the lead when plans were made official.

Old Business

Angel informed the board that repairs made to the Dawson Springs Branch Library gutter system at a cost of $125.00 has been successful in keeping rain out of the Katherine Barnett Meeting Room.

She also relayed information regarding three quotes estimating the cost to relocate electrical service equipment from the south end to the west end of the branch building.

* B.W. Akin Co. LLC estimate - $6137.00
* R & D Mechanical Services - $5200.00
* Davis Contracting & Design LLC - $4100.00

Jonathon moved to accept the bid from Davis Contracting & Design LLC in the amount of $4100.00. Judy seconded. Motion carried.

Joel presented the HCMPL Stage 2 Reopening Plan. A lengthy discussion ensued on the plan.

Allen made a motion to accept the HCMPL Stage 2 Reopening Plan as presented. Liz seconded. Motion carried.

Joel also provided a No Contact Policy for the HCMPL.

Mance discussed the policy in detail with the board.

Judy made a motion to accept the HCMPL No Contact Circulation Policy as presented and in accordance with regulations issued by the Governor. Allen seconded. Motion carried.

The question was raised and discussion ensued on patrons wearing masks. If masks are required a suggested donation to offset the cost of the masks or not requiring the wearing of masks and the possibility of providing free masks to those patrons who could not afford to make a donation.

Joel and Angel discussed signage for the libraries to provide guidelines for patrons upon re-entering. Timing on production of the signs is a factor.

New Business

Joel relayed information from the Kentucky Library Association regarding amnesty as it relates to waiving fees. The KLA Amnesty Statement was provided and discussed.

KPLA Amnesty Support Statement

“The Executive Committee of the Kentucky Public Library Association would like to express its support for the statewide initiative to offer a one-time amnesty for all outstanding fines and fees to our communities in the wake of the COVID-19 crisis. This initiative falls in line with efforts across the Commonwealth to reduce worry and decrease financial burden on our citizens. We believe this initiative provides financial relief for Kentuckians at a time when they need it most and will spur increased usage once libraries reopen their physical spaces to the public. It is important that Kentucky’s citizens encounter as few barriers as possible as they seek to rebuild their lives. The local public library will play a critical role in the economic recovery of our communities through its support of job searching, resume writing, and learning new skills.  While libraries are even now providing many of these services online, it is important that they prepare for the day when they can welcome the public back with open arms and show that they are ready and willing partners in the journey back to normal. We will get through this together.  #TeamKentucky”

Liz made a motion to support the KDLA Amnesty Statement as presented by adopting the policy. Allen seconded. Motion carried.

Adjournment

Jonathon moved to adjourn the meeting. Allen seconded. Motion carried, and the meeting was adjourned at 5:47 p.m.

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 Director Secretary