**Lawler Public Library Board Meeting**

Meeting Minutes

 June 1, 2020

Steve Lynch called the meeting to order at 4:35 p.m. via Zoom. This meeting was held via Zoom due to the current pandemic restrictions of meeting in person.

Members Present: Barb Bentley, Librarian Cathy Humpal, Steve Lynch and Renea Huinker

Barb made a motion to approve the agenda. Renea seconded it. Motion carried.

President’s Comments: Steve clarified how motions would be submitted and approved for this meeting. No other comments.

Prior Meeting Minutes: Barb made motion to approve. Steve seconded. Motion carried.

Financial Report: Barb made a motion to pay May expenses; Renea seconded. Motion carried.

Unfinished Business: None

New Business:

1. Libraries Reopening Update: Cathy H has contacted the county libraries and researched their plans for reopening, what services will be offered at that time, and steps they will take as to how those selected services will be offered. She has ordered a Plexiglas barrier to be installed on the checkout counter. After some discussion, it was agreed that we should consider opening up only by appointment as of July 1st. Appointments are suggested to be in 30 minute intervals. Curbside service will continue for the patrons who wish to continue that service. Our messaging to patrons will suggest masks; however, they will not be required.

Librarian’s Report:

1. Circulation Report: the report was reviewed. Numbers are still down, however with library’s curbside service, there was circulation activity. Cathy H is working her regular scheduled 27 hours. When open, she has been doing curbside service and working on her CEU hours by watching webinars on various library subject matters.
2. Programs: Cathy H has handed out 14 child activity kits this month to patrons who have requested them. The possibility was brought up that she contact the day care providers to see if she could read to the children on the provider’s front lawn – keeping the appropriate distance from the group. She would also be able to leave activity sheets for the providers to complete with the children. Cathy H will contact providers to get their feedback on this idea.

Next meeting: Monday, July 6, 2020 @ 4:30 p.m.

Meeting adjourned at 4:59 p.m.