

**Minutes of the Regular Monthly Meeting of the
Alpena County George N. Fletcher Public Library
Board of Trustees**

Call to Order: A meeting of the Alpena County Library Board of Trustees was called to order on Wednesday, April 15th, 2020 at 4:02 p.m. by President Joseph Garber.

Present:

Via Telephone:

Trustees: Mark Hunter, Ron Meneghel

Via Videoconference:

Trustees: Joseph Garber, Kimberley Krajniak, Tammy Thomson

Friends of the Library: Mary Ann Crawford

Staff: Eric Magness-Eubank, Beth DeCaire, Jessica Luther

Minutes: It was proposed by Krajniak and supported by Meneghel to replace the word “harassment” in the April 2nd, 2020 Special Meeting Minutes with “inappropriate actions.” The motion passed. It was moved by Thomson with support from Meneghel to approve the minutes of both the March 18th, 2020 regular board meeting, and April 2nd, 2020 Special Meeting. The motion passed. Hunter authorized Luther to sign the official minutes in his stead with appropriate notations due to the restrictions related to COVID-19.

Treasurer's Report: The Treasurer's Report was reviewed and Garber directed that it be filed as presented, subject to final audit.

Review and Approval of Bills: It was moved by Hunter and supported by Krajniak that the bills as presented be approved. The motion passed.

Friends Report: Crawford stated that the Friends did not meet in April and they will explore the option of holding their May meeting via Zoom.

Old Business:

A. COVID-19

- a. State of Emergency-** Magness-Eubank shared that if the “stay at home” order is lifted, there is a chance libraries will have to remain closed. He is preparing plans for reopening with the assumption that social distancing guidelines will need to be maintained.
- b. Fines and Fee Policy-** Magness-Eubank recommended that the Board adopt a general amnesty position towards all overdue fines for the 60 day period following the library’s reopening. He also stated that he and the staff are researching the fine free movement growing amongst public libraries. It was moved by Meneghel with support from Hunter

to allow a general amnesty to patrons from overdue fines for 60 days after the library reopens. The motion passed.

B. Building Project/USDA

- a. **Modification to Building Design-** Updated renderings of the Children's Department and Teen Space were shared.
- b. **Updated Cost Estimate-** The costs related to the furnishings have increased due in part to shelving needs. A more accurate shelving count will need to be done, and Magness-Eubank is exploring options to bring the costs down, including the negotiation fee being charged for furniture selection by Quinn Evans. Magness-Eubank requested permission to accept an updated contract if Quinn Evans is willing to negotiate the flat fee if we opt for a lower furniture package. It was moved by Krajniak with support from Meneghel to grant that permission. The motion passed.
- c. **Project Timeline and Phasing-**Magness-Eubank shared that the RFP for moving services would be going out soon with the goal of having proposals for selection at the May board meeting.
- d. **Financing-** Magness-Eubank spoke with John Axe of Clark Hill and will be touching base with him again next week. He also shared that he is considering preparing an application for the Alpena County Youth and Recreation millage program.

New Business:

- A. **Zoom Bombing-** Magness-Eubank shared the added security measures taken to prevent inappropriate disruptions to public meetings including the waiting room feature.

Development Report: Luther reviewed the written report. She added that the Library staff has been very busy working on professional development and adapting programming for the digital landscape.

Adjournment: President Garber declared the meeting adjourned at 5:08 p.m. The next regular meeting will be Wednesday, May 20th at 4:00 pm.

Respectfully submitted,



Mark Hunter

Secretary

(signed by Jessica Luther on behalf of Mark Hunter
due to COVID-19 restrictions)



Jessica Luther

Recording Secretary