

WESTON PUBLIC LIBRARY BOARD OF TRUSTEES REGULAR MEETING

October 13, 2020, 6pm at the Weston Public Library AND via Zoom

MINUTES

Call To Order: President Sheffer called the meeting to order at 6:00 pm.

Roll Call of Board Members Present: Cindy Sheffer, Jan Zulch, Lloyd Jones

Board Members Present Via Zoom: Pam Heyman, Deb Archambeau, Judi Roe

Library Staff Present: Shelen Dewitt, Darla Froman, Deb Gross

Candidates for Vacancy in Attendance: Mary Gase (Via Zoom)

Approval of Minutes: Minutes from August and September 2020 stand as read with no additions or corrections.

We cannot approve the June 2020 minutes, as we have not received them: *ON HOLD*

(Sheffer and Roe have both requested June typed minutes OR phone recording for transcription from Sean Thiebaut – No response.)

Public Comments: None.

Financial Reports: Heyman made a motion, seconded by Archambeau, to accept the September 2020 Financials. Roll call vote (aye). Motion carried.

Old Business:

COVID-19 Grant: Downey submitted a proposal for touchless water filling station and restroom fixtures. Kellermeier did not respond with an estimate. We have used Downey in the past with no issues. Jones has concerns that we need more opinions. Time is short as plans are due November 11. Archambeau made a motion to accept Downey's proposal, due to a 4-week lead time for ordering parts. Zulch seconded. Roll call vote Sheffer, Zulch, Heyman, Archambeau, Roe (aye), Jones (nay). Motion carried.

New Business:

New Board Member: Candidates were interviewed by Sheffer, Roe and Stevens. Director Stevens recommended Mary Heiman Gase for the open Board position, vacated by Sean Theibaut. Roe made a motion, seconded by Archambeau, to accept Director Stevens' recommendation for Mary's appointment to the Board, as she is highly qualified. Roll call vote Sheffer, Zulch, Heyman, Archambeau, Roe (aye), Jones (nay). Motion carried.

Revenue Estimate for 2020: Roe made a motion, seconded by Heyman to accepting the rates and amounts as written. Roll call vote (aye). Motion carried.

Director Update:

Patron Compliments: Director Stevens said that patrons are very comfortable with library hours and cleaning procedures. Curb side service is ongoing, with more young parents using.

On-Line Presence: 3,555 people attended programs. Facebook views for September were 43,786. In-house cooking program went well, even without anyone being able to taste food. To-Go-Crafts have not been as popular. Count Down to New Year is in the works.

Additional plexiglass dividers have been ordered. Isolation containers were purchased for under \$300, with a positive response from staff.

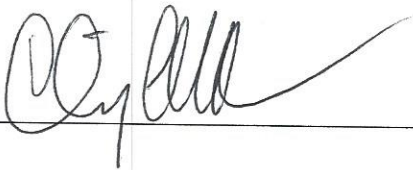
Director Stevens thanked the Board for allowing the positive ongoing relationship with the Otsego School District and the Library to continue. As teachers request books, they are supplied to the Library and then delivered to the schools. Because of the Library Staff's diligence in quarantining resource items, Otsego educators and staff know that the items are safe to use and the process is easy. 723 library cards were given to Junior High and High School students for on-line books and e-resources. As of today, we have taken well over 300 books back and forth from Otsego.

Jones inquired about e-books. Director Stevens reminded us that President Sheffer was the individual that set the example for the State of Ohio in regards to chromebooks and digital cards for Otsego. Vice President Heyman was exceptional by making sure Otsego educators knew this service was available. Mary Gase was also mentioned as doing a phenomenal job of passing out cards to students and instructing Otsego staff members on usage. A great example was given of hard copy books being used with e-books for a special needs student to visually see and hear, interpreting images and words at the same time.

Director Stevens noted that the Weston collection of popular graphic novels has been moved and grouped together for easier access.

Board Meeting Schedule: Completing 2020 with monthly meetings and going back to our originally scheduled meetings, every other month beginning in January 2021, was discussed. Archambeau made a motion, seconded by Roe, to accept. Roll call vote (aye). Motion carried.

Heyman motioned to adjourn at 6:41pm. Archambeau seconded. Roll call vote (aye). Motion carried.



President Cindy Sheffer

Secretary Judi Roe