

The Milford Library Board met in regular session on Wednesday, May 6, 2020, at 5:30 p.m. Those in attendance were Board Members Rick Kilts, Elaine Franklin, Denny Dotson, Shelly Berning, Jeff Cookinham, Joann Gano, Deb Johnson, and Director Gillian Anderson.

The meeting was held via Zoom due to the Covid19 pandemic.

The meeting was called to order by Rick.

Public Comments: None

Minutes: Jeff moved to accept the April minutes as presented, Elaine seconded, Board approved

Bills: The bills were emailed to each member for viewing before the meeting, Deb moved to pay the bills and any other bills that may come in, Jeff seconded, Board approved.

Director's Report

- The circulation and monthly program reports were presented. Audio and E-book numbers were up; so, the public is utilizing online resources.
- The budget is in good shape for this fiscal year. A COVID-19 line item has been added so purchases for the library which will be used as a result of the corona virus pandemic such as plexi-glass at the front counter can be paid using money from that line.
- April events included Book Week and Spirit Week which were done online with community involvement.
- The Board discussed the phased re-opening plan for the library. Gillian had a rough draft for us to look at which included the three phases and the steps to get the library open for public use. In Phase 1 curb side delivery will begin on May 11th with a window on the east side of the library open for patrons to retrieve their books with no contact between staff or patrons. The days and times are Monday, Wednesday and Friday from 10-2 and Wednesday from 4-6:30 with call ahead or use of library online catalog required so books are ready to be checked out upon arrival. The next 2 phases were discussed and will be implemented as the month goes on. These phases continue into the summer months, so the staff and board will discuss progress as time goes on. The public will be made aware of changes to the library procedures through social media, email and area newspapers. Jeff moved to approve the reopening plan, Elaine seconded and Board approved.
- Summer Reading program is being redone. Paige is taking care of the teen program and is working on how this will look. The children's program will have a different look with more online and paper options. This will include registration and paper logs. The presenters will be cancelled or postponed to another time. Perhaps a Saturday or school PD day could be times in which these presenters do their programs. Time will tell.
- The book sale which is usually held during Pioneers Days has been cancelled due to Pioneer Days being cancelled.
- Director's Evaluation-The board asked Gillian to reflect upon her year as director and she felt the year has gone well. The Board shared with her that they are happy with her performance and recommend she move up to the next step.

Denny moved to adjourn and Shelly seconded.

Joann Gano

Secretary