**MINUTES**

**Eldora Public Library Board of Trustees**

**May 26, 2020**

PRESENT: Kristin Gehrke, Jerry Trittien, Rex Lawler, Jill Stanish, Mary Swartz, Joan Grothoff. Participating via Zoom were Jackie Winters and Joe Herring.

MINUTES were approved. BILLS were approved.

Director’s Report

* Joe Herring offered a tree program in May through Zoom and had 2 participants.
* A touchless hand sanitizing dispenser was purchased for library. Brandon Jones made a stand for it, located at the front desk.
* Circulation computers are protected by plexiglass. Thanks to Bill Grothoff for making a holder for one of them.
* State Library has been hosting weekly Zoom meetings during Covid-19 situation. State will offer a class in the fall to plan best practices for Pandemic Policy.
* Conference room will be unavailable for summer; room being used for sanitation of returned books.

Old Business

* Currently in Phase 2 of re-opening. May 15th was first day taking appointments. Patrons still enjoying curbside service and use of wifi from parking lot.
* Registration for Summer Reading Program is open through READsquared. Link was provided on the library’s Facebook page. Program begins June 1. Parents without online access can track child’s minutes on paper. Adult program details will come later; Zoom programs for adults will be offered.
* Chandra has not heard any updates about Covid-19 grant; Joan is coding bills in case a reimbursement becomes available for supplies related to extra cleaning procedures.
* The State Edge webinar was postponed until October 2020.

New Business

* Phase 3 of re-opening begins June 1. Hours will remain shortened to allow for thorough cleaning daily.
* Catherine chose not to return to clean while patron numbers are limited. Elaine is working an additional 10 hours/week helping cover Catherine’s cleaning duties. Elaine is doing the cleaning at the same hourly rate as her children’s librarian hours.
* Board approved use of funds from Building and Maintenance to pay for the new copier that has arrived. Joan was told by city that library can sell the old copier.
* Discussed continuation of monthly Zoom subscription versus an annual subscription. Board voted to continue on a monthly basis for the time being.
* Friends of the Library will not have a summer book sale. Campaign for contributions has also been postponed.
* Jill Stanish will complete her Trustee duties on the board as of June 30, 2020. Discussed possible candidates for the vacancy; Joan will find out if any are willing to serve. Kristin will remain on the Board for another term.

NEXT MEETING: Tuesday, June 30, 2020 at 5:00pm.