

LINCOLN LIBRARY BOARD OF TRUSTEES MEETING



May 26th, 2021

Remote Zoom Meeting

Board Present: Annie Brooks; Helen Cox, Vice-President; Cristina Cray; Arden Lang, President; Mary Mucciante; Geoff Pettys

Board Absent: Andre Jordan, Tiffany Roe and Marty Ryan

Staff Present: Denise Fisher, Office Coordinator; Rochelle Hartman, Director; Dominique LaSalvia, Fiscal Officer

President Lang called the meeting to order at 4:47pm.

Roll was called. Andre Jordan, Tiffany Roe and Marty Ryan were not present.

Minutes: Minutes from April 28th Board Meeting were presented for approval. Ms. Cray pointed out a misspelling of her name. Ms. Cray and Ms. Cox reported two typos on page 3 of the minutes. Ms. Lang wanted clarity that 'Compass' mentioned, also on page 3, was Camp Compass. Ms. Cox motioned to approve minutes as amended. Mr. Pettys seconded the motion. The motion unanimously carried.

Financial Reports: Fiscal Officer Dominique LaSalvia submitted the March 2021 Financial Reports. She stated that there had been no financial irregularities.

Director's Report: None

COVID-19 Update – The library is working towards being fully reopened on July 6th. The regular hours will be Monday through Thursday 10am – 8pm and Friday and Saturday 10am – 5pm. Scheduling reservations for library meeting rooms will open on June 14th, with availability of use beginning on July 6th. The library is gradually adding more seating and foot traffic is improving. All staff is still wearing masks. Printing and faxing costs were removed at the beginning of the pandemic. We will continue offering free faxing and will offer 20 free copies and a lowered rate of \$0.10 for black & white / \$0.25 for color for all additional copies. (Pre-pandemic cost was \$0.25 for black & white / \$0.50 for color copies) It is our hope that help patrons that may already be struggling.

Vacancies – We are almost fully staffed!

- Sarah Kumerow will be starting as our new Adult Services Librarian on June 7th.
- Amber Moore will begin her position as Access Services Manager on June 14th.
- Only one cataloging librarian and security position remain unfilled.

Summer Reading Program – The program runs from June 1st to July 30th.

- Programming will be available for youth and adults.
- Sign-up starts June 1st and the kick-off, complete with bubble machine and sidewalk chalk, will be held on June 8th.

Blood Drive – Lincoln Library is hosting a Blood Drive on June 10th.

Questions:

Curbside Services – President Lang asked about the continuation of Curbside Service. Director Hartman stated that, although the curbside use numbers were down, this service would continue.

Friends of Lincoln Library: Ms. Cray reported that the Friends would be hosting a Book Round Up on June 12th from 9am – 1pm for anyone who wants to donate books. The Book Sale has been scheduled for August 14th.

Unfinished Business:

Sunday Hours – Director Hartman reported that it costs approximately \$30,000 per year to staff Sunday hours, which are very low use hours. The library has extended Thursday hours from 10am – 6pm to 10am – 8pm. When observing preliminary Check-out statistics, Sunday hours were significantly lower. It is staff's recommendation that Sunday hours do not resume in the fall but for the subject to be revisited at a later date. Director Hartman asked for a vote on the Sunday

Hours topic which she would then present to the mayor. Mr. Pettys inquired whether the change in hours required mayoral approval. Director Hartman explained that small changes may not necessarily require mayoral approval but that Springfield's current Mayor has always felt strongly about maintaining Sunday hours if possible. Ms. Brooks asked if there was possible to look at the usage numbers pre-pandemic. Director Hartman explained that to date we have limited access to Sunday statistics, however we are trying to access check out stats for previous years through SirsiDynix. Ms. Cox made motion that Sunday Hours not resume in October with the contingency that the topic be readdressed in January with any added information. Ms. Cray seconded the motion. The motion unanimously carried.

New business:

Non-Resident Fees – The formula for generating the new non-resident fee was provided. Ms. Cray motioned to accept the new non-resident fee of \$75. Ms. Cox seconded the motion. The motion unanimously carried. The new non-resident fee goes into effect on July 1st. 2021.

Deputy Mayor – A new deputy mayor, Kathleen Alcorn, has been appointed. Director Hartman, along with other city directors, will be meeting with her August 29th. Ms. Mucciante asked that, if possible, "thanks for a job well done" be conveyed to former deputy mayor, Bonnie Drew from the Lincoln Library's Board of Trustees.

Zoom Meetings – Director Hartman asked for discussion on whether Board meetings still be held via Zoom rather than in-person meetings. Ms. Lang stated that she would prefer to continue to meet virtually at this time.

Executive Session: None

Public Forum: None

Adjournment: Motion to adjourn was made by Ms. Cox. The motion was seconded by Ms. Mucciante. Meeting was adjourned at 5:17pm.