

Roseville Public Library Commission
Regular Meeting -- Remote via Zoom
August 10, 2020
Minutes - APPROVED

I. CALL TO ORDER

The meeting was called to order by Chairman Charlene VanMarcke at 6:32 p.m. via Zoom.

Present: Commissioners Mary Ann DeKane, Sandra Scott, Cara Tonn, Charlene VanMarcke, Laura Wurm, Director Jacalynn Harvey.

Recording Secretary: Cara Tonn.

II. DISPOSITION OF MINUTES

Motion by Commissioner DeKane, supported by Commissioner Wurm to accept the Minutes of the meeting of June 18, 2020.

MOTION CARRIED UNANIMOUSLY.

III. HEARING OF THE PUBLIC – The hearings of the public are designated. The hearing of the public will be for any Library business. Upon addressing the Commission, please state your name and address. Address the Chair. You are welcomed to direct questions, input information and/or express opinions to the Commission. Anyone using inappropriate or threatening language will be called out of order, and will correct their language or end their comments. Limit your remarks to three (3) minutes. If time permits, we may allow you one additional time period to provide new information or answer questions from the Trustees. Anyone not adhering to these rules will be called out of order by the Chair.

IV. REPORT OF THE DIRECTOR

1. Library Update.
 - A. The Library will be closed on Monday, September 7 for Labor Day. The Library will be open on Saturday beginning September 12.
2. Library Programs, Services, and Collections.
 - A. The Library is planning these virtual programs: origami, craft night, Booked for the Evening (*A Town Like Alice*), Classic Movie Night, Teen Community Service (plarn), Trivia.
3. Library Statistics.
4. Budget and Bills.

Motion by Commissioner Tonn, supported by Commissioner DeKane to accept the Budget and Bills.

MOTION CARRIED UNANIMOUSLY.

- 5. Other
 - A. Friends of the Library will meet on August 12 at 7 p.m.

V. SUBURBAN LIBRARY COOPERATIVE
_____None.

VI. COMMUNICATIONS
None.

VII. UNFINISHED BUSINESS

- _____1. Benches for South Entrance.
 - A. The Eick and Reneau families have each donated \$1,200 to the “art fund” for the South Entrance, and the Director would like to spend the money on two benches with plaques. The Director also plans to ask the Friends for funds for bike racks.

Motion by Commissioner Wurm, supported by Commissioner Tonn recommending the purchase of two Willow benches from Polly Products.

MOTION CARRIED UNANIMOUSLY.

Motion by Commissioner DeKane, supported by Commissioner Tonn recommending the benches purchased are Cedar colored with Black trim.

MOTION CARRIED UNANIMOUSLY.

- 2. Building and Grounds.
 - A. Continuing issues with the cleaning company.
 - B. There is water in the basement, seems to be coming from pipes and is being addressed by the City.
- 3. Personnel.
 - A. The Director spoke with the City Manager when Sarah’s and Tracy’s checks had not been received by July 2.
 - B. The union staff took furlough days to offset the City’s budget.
 - C. The Assistant Director’s position is still on hold due to the hiring freeze. The position has been rewritten and approved by the Commission and the City, need to go to Civil Service.

4. COVID-19 Pandemic and Library Procedures.
 - A. The Library has implemented an additional quarantine day for materials per REALM (Reopening Archives, Libraries, Museums -- Institute of Museum and Library Services) report.

5. Other.
 - A. Summer Reading Program.
 - B. CARES Grants.
 1. \$500 for PPE purchased after August, 1, 2020. Will be used for masks, gloves, and wipes.
 2. \$5,000 for mobile hotspots. The Library will purchase 14 and will not have to pay for them until next year.

VIII. NEW BUSINESS

_____None.

Commissioner Wurm made the motion that, having acted upon the agenda, the meeting be adjourned at 7:32 p.m. Commissioner DeKane supported the motion.

MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Cara Tonn

Next Meeting: Monday, September 14, 2020 at 6:30 p.m. Regular Commission Meeting.