

Bridgman Public Library
Board Minutes
July 28, 2020, 9:00 a.m. via Zoom

Meeting Called to Order: 9:00 a.m. by Hill

Present: Hill, Bogue, Collins, Janoskey, Noll, Crocker, Wilk, Valauskas

Staff: Kreps, Hazelgrove

Agenda Revisions: Add Jim Kole to Action Item.

Guests: Jim Kole, a full-time resident of Bridgman (MI) expressed his interest in the position of Board Trustee and answered questions from Board members.

Public Comment: None

Friends of the Library Representative: Kreps reported meeting with the BPL Friends of the Library Board. Although (Friends) revenues have been impacted by COVID19 and cancellation of fund-raising events, the membership drive was successful and they remain poised to support the Library. Funding requests from the Library will include purchase of a moveable shelving unit.

Committee Reports: None

Director's Report: Kreps reviewed data collecting and reporting sources he monitors for timely health information and risk levels, which inform general operational decisions and aid in discernment about the opening of the library. Recently released reports commissioned by libraries suggest(s) a longer quarantine time for library materials may be necessary.

Preparations have been made to the Library interior in anticipation of public use: furniture re-arranged or removed; shelving is rearranged to facilitate social distancing; meeting rooms will remain closed; instructional signage has been added.

The Library's WIFI coverage has been expanded to incorporate nearly all of the exterior grounds; it is available 24/7. Additional hardware (e.g. WIFI hotspots, laptops) will also be purchased to support community technology needs. Funding sources are being explored to support these technology initiatives and PPE purchases, including CARES grant funds and the BPL Friends. Kreps complemented the Library Staff for its knowledge of, and commitment to serving the community.

Approval of Minutes: A Motion was made by Collins to approve the Minutes from the June 23, 2020 Regular Meeting. The Motion was seconded by Wilk. Motion carried and minutes were approved as presented.

Treasurers Report: Kreps provided a summary of FY 2019-2020 (ended June 30), including general operations and Capital expenses related to the recent renovation. Current bills for payment were also reviewed for approval.

Discussion items: Kreps reviewed the 2020-2021 Budget...Kreps reported the Pandemic Policy for Re-opening is complete and available on line to review. Signature cards need updating at BPL financial institutions. Board agreed the position of Treasurer needs to be filled.

Action Items:

(1) A motion was made by Valauskas to approve payment of July bills in the amount of \$120,289.72. Motion seconded by Collins; motion carried.

(2) Valauskas moved to recommend J. Kole to fill the current Board vacancy. The motion was seconded by Crocker; the motion carried. J. Kole accepted the nomination, and will complete the remainder of the term.

Communication and Correspondence: A memorial plaque, which was stored during the renovation, has not yet been located. A replacement is being investigated.

Adjourn: Meeting adjourned by Hill at 10:30

Next Meeting: August 25, 2020

Submitted by:

Dennis Kreps

Approved by the Secretary _____ **Date:** _____