

Columbia Public Library

Special Board Meeting

May 28, 2020

A special online meeting of the Columbia Public Library was called to order at 7:03 by President Dan Bruton. Those attending electronically included Annette Bland, Barry Krizan, Rodney Schreckenberg, Dan Bruton, Kathleen Habermehl, Diane Stechmesser, Cindy Waldemer, and Shane Watson.

Public Comment

Members of the public were given notice of the meeting with instructions for attending virtually and submitting comments. No comments were submitted.

Purpose

The purpose of this meeting was to discuss and vote on phased reopening plan and resumption of employees' duties.

Motion

Discussion included information of procedures to maintain safety of staff and community. Decision were based on State guidelines, the number of COVID cases in area and working with local authorities.

Kathleen Habermehl made motion that library would move to Phase 3 Restore Illinois starting June 1 through June 26 with these conditions:

1. Library building would remain closed to patrons.
2. Staff would return to regular work schedule following all CDC guidelines. Number of people in library would range from 3 to 4 at a time.
3. Staff that can work remotely will continue to do so.
4. A Virtual Summer Reading Program will be in place.
5. Curbside pick-up will continue as CDC guidelines are followed.
6. Normal hours will resume for Curbside including evenings and weekends. Thirty minutes before opening and thirty minutes after closing will be used for disinfecting facility.
7. Returned books will be quarantined for 7 days.
8. Resumption of fax, copy, and notary service will be provided using precautions.
9. IHLS Delivery Service will resume using new guidelines.

Cindy Waldemer seconded motion. Motion passed.

The next regularly scheduled meeting will be Tuesday June 9. Phase 4 Restore Illinois guidelines will be discussed. Library Director Annette Bland also shared activities at the library such as installation of sneeze guards, purchase of hand sanitizer, disinfectant, gloves, and masks. 594 physical and 277 digital items have gone out since Curbside has started.

Adjournment Barry Krizan made motion to adjourn. Cindy Waldemer seconded. Meeting adjourned at 7:35.