

Ruth Hughes Memorial District Library
Regular Meeting of April 2, 2020
Imlay City, MI – 6:30 PM

Minutes

- 1. Call to Order**
The meeting was called to order at 6:32 pm. The meeting was held by audio teleconference due to the restrictions in place for the coronavirus.
- 2. Roll Call**
Present by teleconference: Mary Lou Bissett, Conni Brett, Karen Hibbler, Carol Kocik, Angie McCoy, Deb Miller, Cynthia Stroebe. Absent: none. Also present by teleconference: Library Director Tracy Aldrich, Library Technical Services Supervisor Jessica Bostian.
- 3. Additions/Deletions/Approval of Agenda**
Ms. Kocik moved to approve the agenda as presented, seconded by Ms. McCoy. Motion carried unanimously.
- 4. Additions/Deletions/Approval of Minutes of March 2020 Regular Meeting and March 20 Special Meeting**
Ms. Stroebe moved to approve the minutes of the March 5, 2020 regular meeting as presented, seconded by Ms. Miller. Motion carried unanimously.
Ms. Miller moved to approve the minutes of the March 20, 2020 special meeting as presented, seconded by Ms. Stroebe. Motion carried unanimously.
- 5. Approval of Bills/Financial Status**
Ms. Stroebe moved to approve the bills in the amount of \$14,252.47, debit card purchases in the amount of \$249.00, and payroll in the amount of \$21,900.88, seconded by Ms. Bissett. Motion carried unanimously.
- 6. Public Comment**
There was no public comment.
- 7. Library Director's Report**
Ms. Aldrich presented the monthly director's report.
- 8. Committee Reports**
There were no committee reports.
- 9. Old Business**
A: Novel Coronavirus COVID-19 and the Library
The board requested Ms. Aldrich present information she had researched on how other libraries were handling staff pay and work during the coronavirus closure, along with any other information she had found. Ms. Aldrich explained that the many libraries she and the cooperative director had surveyed were all paying all

staff, full and part time, most for the unspecified duration of the closure, and most had said they had staff working on projects from home. She explained that the guidance they had received was that this is what the government wanted done, since the funds for payroll were already in everyone's budgets, and doing so prevented additional strain on unemployment systems and further damage to local economies. She also explained that the library as a public employer did not qualify for the federal relief packages being offered that were encouraging and enabling private employers to maintain payrolls, and also that as a reimbursing employer, the library would actually have to pay any unemployment benefits that would be provided should layoffs occur. Ms. Aldrich added that the staff were using the unusual opportunity afforded by the closure to do a lot of creative work that their daily routines typically did not enable, for example, a much improved social media presence, while other staff were using the time to self-train on topics they were less proficient at, like certain readers' advisory genres.

Ms. Brett asked each board member to give their opinion on the situation. Ms. Brett said she felt the library should keep paying all staff to work from home, and keep all medical and other benefits intact. She did not feel comfortable saying this would be for the duration, and instead suggested the library remain closed through April 30, and the board revisit the issue with a special meeting toward the end of the month if needed. She also stated she felt the staff were very special and that they made the library the very best. Ms. Hibbler said she felt the library should follow the federal recommendations and close through April 30, meeting at the end of the month if needed to decide what would happen in May. Ms. McCoy agreed with the closure through April 30 and on keeping paying staff to work from home, adding that she felt the library had a great staff that was much loved. Ms. Bissett agreed with these suggestions, saying she felt the library should stay closed through April with staff paid to work from home. Ms. Kocik said she agreed as well, and also asked Ms. Aldrich to let staff know the board wanted to encourage and thank them, adding that they were a great staff. Ms. Miller agreed with the group to close through April 30 and keep paying staff to work on projects from home. Ms. Stroebel said it was hard to make decisions with the situation so fluid and unknown, but that she recommended the closure through the end of April, with staff continuing to be paid to work from home. She added that the staff were amazing and coming up with great projects.

Ms. Stroebel moved to continue paying all staff to work from home and to keep the library closed through April 30, 2020, seconded by Ms. Bissett. A roll call vote was taken: 7 yeas, 0 nays, 0 absent, motion carried unanimously.

Yeas:	7	Bissett, McCoy, Kocik, Miller, Hibbler, Stroebel, Brett
Nays:	0	
Absent:	0	

- 10. New Business**
There was no new business.
- 11. Communications**
There were no communications.
- 12. Adjournment**
Ms. Hibbler moved to adjourn, seconded by Ms. McCoy. Motion carried unanimously. The meeting adjourned at 7:20 pm.

Tracy Aldrich (signed electronically)

Submitted by
Tracy Aldrich, Library Director 5-12-20