

Ruth Hughes Memorial District Library

Regular Meeting of November 5, 2020

Imlay City, MI – 6:30 PM

Minutes

1. Call to Order

The meeting was held by teleconference due to the building occupancy limits in place because of COVID-19. The meeting was called to order at 6:33 pm.

2. Roll Call

Present by teleconference: Conni Brett, Lapeer County, MI; Cynthia Stroebel, Lapeer County, MI; Angie McCoy, Lapeer County, MI; Carol Kocik, Lapeer County, MI; Deb Miller, Lapeer County, MI; Karen Hibbler, Imlay Township, MI; Mary Lou Bissett, Imlay City, MI. Absent: none. Also present by teleconference: Library Director Tracy Aldrich, St. Clair County, MI. Ms. Stroebel lost her connection to the meeting after Agenda Item 8 and was unable to reconnect due to technical difficulties.

3. Additions/Deletions/Approval of Agenda

Ms. Kocik moved to approve the agenda as presented, seconded by Ms. Miller. Motion carried unanimously.

4. Additions/Deletions/Approval of Minutes of October 1, 2020 Regular Meeting

Ms. McCoy moved to approve the minutes of the October regular meeting as presented, seconded by Ms. Hibbler. Motion carried unanimously.

5. Approval of Bills/Financial Status

Ms. McCoy asked for additional details on the billing from CC's Computer Repair, and other board members asked for more information on the kind of work that is typically done. Ms. Aldrich said she would arrange for the contractor to be a guest at the next month's meeting, as he would be best suited to explain both the nature of the work and the billing plan. Ms. McCoy also asked about a change in the amounts billed by Orkin; Ms. Aldrich said many businesses are experiencing issues with billing because of the pandemic, that she has asked the Orkin account manager to look into the matter, and is waiting to hear back.

Ms. Stroebel moved to approve the payment of the bills in the amount of \$13,106.91, a credit to the debit card in the amount of \$38.16, and payroll in the amount of \$21,517.10, seconded by Ms. Bissett. Motion carried unanimously.

6. Public Comment

There was no public comment.

7. Library Director's Report

The board reviewed and received the library director's monthly report.

8. Committee Reports

There were no committee reports.

9. Old Business

A: Novel Coronavirus COVID-19 and the Library

Ms. Aldrich updated the board on developments related to COVID-19 and the library. These included a newly updated COVID plan due to the MDHHS and MIOSHA orders, and information on possible cases in area libraries and the impacts on staffing. She also said the library would begin offering public access on

Saturdays in response to patron requests, particularly from working parents and their children, starting November 14.

B: Pandemic Leave Policy

The board again looked at the pandemic leave policy proposal. Ms. Aldrich explained the situation had gotten even more difficult since the previous month, as the CDC and state guidance on returning to work was now based only on quarantine of 10 days for symptoms and 14 for exposure, regardless of test results, and that staff would not be able to return as quickly as they had before. There was discussion; some board members described how their workplaces were handling the situation, and Ms. Aldrich gave examples from other libraries. There were a variety of procedures reported. No consensus or conclusion was found at this time. It was decided to continue with the FFCRA leave for now through its scheduled end on December 31, and suggestions were made to have staff begin preparing work that they could possibly do if quarantined at home.

10. New Business

A: Open Meetings Act (OMA) Amendments

Ms. Aldrich explained the recent amendments to the OMA passed by the state and described how they would affect board meetings in the coming months and years. She reported that as part of the amended law, the board was now required to adopt a procedures document for electronic participation in meetings, and presented a draft from attorney Anne Seurnyck. After reviewing the document, Ms. Kocik moved to adopt the Electronic Participation Procedure as prepared by Anne Seurnyck, seconded by Ms. Miller. Motion carried unanimously.

11. Communications

Communications included newspaper articles about library events.

12. Adjournment

Ms. Kocik moved to adjourn, seconded by Ms. Bissett. Motion carried unanimously. The meeting adjourned at 7:54 pm.

Tracy Aldrich (signed electronically)

Tracy Aldrich, Library Director

12-8-20