

Allegany County Library Board of Trustees

Regular Meeting

May 12, 2020

4:00 p.m.

PRESENT:

Bill Devlin, Deb Hendrickson, Tom Finan, Terry Michels, Bill Bingman, and John Taube.

The meeting was called to order by Bill Devlin.

A motion to accept the minutes of the regular meeting on April 14, 2020 was made by Bill Bingman seconded by Terry Michels and was approved.

A motion to accept both the statistical report and the financial reports of April 2020 was made by Tom Finan seconded by Deb Hendrickson and was accepted.

NEW BUSINESS

UNFINISHED BUSINESS

ACLS and the COVID 19 (Coronavirus) State of Emergency

ACLS has prepared a phased Reopening Plan for reopening after the Governor and County Government have lifted the state of emergency order.

ACLS is donating five (5) iPads to the Allegany Nursing Home so that quarantined residents can FaceTime with loved ones who cannot visit in person. I will let you know when the donation is to take place in case your schedule permits you to attend.

ACLS is preparing to roll out a telephone helpline for patrons starting May 18, 2020.

We are expecting to receive \$20,800 in CARE act funds from the State Library. We anticipate seeking reimbursement for PPE and supplies necessary to prepare to reopen.

John and staff have worked up the attached reopening plan. The plan is a blueprint for the phases and steps we will take to reopen. The plan is still subject to change as we will learn a great deal during each phase and may need to make adjustments before proceeding to the next phase. A motion to approve the reopening plan was made by Terry Michels seconded by Bill Bingman and was approved by the Board.

LaVale Library - Renovation and Expansion Update

Work continues on the drawings and we expect to have construction drawings completed on June 12, 2020. This will allow us to put the project out to bid with an anticipated September start date. We remain on schedule to have the project completed by January 2022.

John Taube is preparing the final grant application for the phase 2 funding for the project. The funding will complete the project with \$1.6 million dollars available in July 2021. The grant will be submitted before May 20, 2020.

John has secured the use of the unoccupied HRDC Building annex at 19 Frederick Street in Cumberland as a temporary storage site for LaVale shelving and furniture during the renovation.

Potential modifications to FY 2021 Operating Budget

Many libraries in Maryland are preparing for a 20% reduction in funding. We are also looking at this scenario. In addition, due to the expected drop in physical library visits and increase in online visits and demand for remote services, we are looking at how we can continue offering needed services to the community.

In considering any budget reductions, John is prioritizing:

- Maintaining the safety of library patrons and staff while finding ways to provide necessary services that the library is uniquely positioned to perform.
- Continue to employ all library staff without layoffs, furloughs, or firings.
- Maintain our collection budget because our collections serve our community very well.

John hopes to hear from the county and state very soon for actual budget allocation numbers.

John reported that the Governor has vetoed all bills calling for new spending in FY21. These include the increase in funding for the Public Library Capital Projects Program, going fine free for children's materials, and the increase in the per capita funding for the State Library Resource Center.

ACLS Director of Human Resources position is in interview stage

A Search committee made of representative department staff has met with three (3) candidates using the Zoom video conference platform. We will work to actually meet the candidates in person before any offer of employment is made. John said the staff is excited about the search committee's unanimous recommendation.

Board Member suggestions

John Taube will continue to contact the individuals suggested at the last meeting regarding serving on the Library Board.

Library Staff Mediator - update

Staff and John Taube's discussions were overtaken by the coronavirus pandemic and no decisions have been made.

PUBLIC COMMENT

ANNOUNCEMENTS and UPDATES

The minutes from the March Board meeting have been corrected and filed.

Lisa McKenney is attending meetings between the Allegany County Board of Education and the Western Maryland Regional Library to provide insight as the school libraries consider joining the Polaris consortium.

UPCOMING PROGRAMS

Next Board Meeting is Tuesday, June 9, 2020 at 4PM