

A regular meeting of the A. K. Smiley Public Library Board of Trustees was held on Tuesday, September 8, 2020 in the Contemporary Club.

Present: Marty Davis, Rosa Gomez, Bill Hardy and Bill Hatfield, Kate Pretorius (via conference call)

Also present: Dennis Bell, general public; Nathan Gonzales, Archivist; Jenesie Hardyman, Management Analyst; Darlene Held, Contemporary Club Liaison; Les Kong, FOL President; Don McCue, Library Director; Toni Momberger, City Council Liaison via conference call

Bill Hatfield called the meeting to order at 5:03 p.m.

Bill Hatfield opened up the meeting for public comment. Darlene Held inquired when the Contemporary Club could start to meet again in the building. Don McCue confirmed that no food or large gatherings could take place until further notice. Darlene requested she be given notification when changes are made.

Rosa Gomez moved to approve the August 11, 2020 minutes and the September 2020 expenditures. Motion seconded by Kate Pretorius and carried unanimously.

Marty Davis moved to approve the August 2020 Discards. Motion seconded by Bill Hardy and carried unanimously.

Les Kong started his Friends of the Library (FOL) report by expressing his appreciation to the library and staff for their assistance with the successful book sale that took place at the end of August. An outdoor bag sale is planned for Saturday, September 12. The reopening of the Bookstore and acceptance of donations should commence on Tuesday, September 15. Donations will be accepted at the exterior Assembly Room door with a 72-hour quarantine period before being handled by FOL volunteers. The FOL are very interested in providing additional sale dates and will work with library administration on securing them. Auction materials that were available in the library are currently on hold while the FOL assess potential online options instead.

During his Director Report, Don McCue addressed the following: with the reopening of the library scheduled for Wednesday, September 9 additional security measures were put in place in the form of a camera with audio and video at the temporary Gazebo library entrance as well as a panic button to assist in alerting the Reference desk to potential issues occurring at the Gazebo, staff did roleplaying and were given training for our new entrance and procedures relating to COVID-19; the City Manager and Library Director performed a walk-through last week of the new entrance and procedures; Books to Go will still be offered; the library will be open to the public 6 days a week, 4 hours per day; as part of the August retreat, the Director is working on finding a consultant to provide a strategic plan for the library that includes fundraising; library administration is continuing to work with Craig and Sons on mitigating termites and find a more proactive solution; the Contemporary Club parapet repair is still ongoing awaiting a response from the city; the installation of tile on the Stillman Bench is pending a date when COVID conditions improve and is still to be determined; the city proclaimed September 8 as Adult Literacy Day at their last meeting; Museum of Redlands (MOR) may be ready to accept visitors by the third quarter of 2021, as part of their fundraising efforts they will be having a large sale from donations at the end of the month, use of the library email listing for MOR or FOL communications is at the discretion of the Library Director and a request was made for a back-up library representative be present at MOR board and committee meetings.

Under New Business Bill Hatfield opened up the discussion to the addition of a fee for the use of the stage in the rental of the Contemporary Club to outside parties in the amount of \$100.00. A motion to approve the fee was made by Bill Hardy, seconded by Kate Pretorius and carried unanimously.

The second item under New Business was concerning the November 2020 1% Sales Tax Measure. After prior consultation with the city attorney it was determined that no action was to be taken by the board members.

Additional items raised after New Business included the possibility of the Contemporary Club providing school supplies during the drive-thru book giveaway on Saturday, October 10 for Family Day and to schedule a meeting in November with Kaspick.

There being no further business, the meeting adjourned at 6:10 pm.

William Hardy, Secretary