

Salem Township Library Board Meeting Minutes

September 17, 2020

Stacey called the meeting to order at 7pm. All attending were Stacey, Wanda, Sharon, John, Sheri, Connie, and Rachel.

All looked over the Agenda for the September 17, 2020 meeting. John made a motion to approve the agenda, Rachel seconded. - All ayes.

All looked over the Minutes for the June 29, 2020 meeting. Stacey made a motion to accept meeting notes, Sheri seconded - All ayes.

Sheri gave Treasurer's Report for July and Aug 2020. Stacey made a motion to accept the report, Connie seconded. -All ayes. There was no public comment.

Library Update

No book sale this year due to Covid. Everything was given away in totes.

Storytime on the go will begin Sept 23. It will be a bag with a craft and a book related to the craft in it. There will be 5 different choices that will be rotated. When they are finished, they bring back the book.

Old Business

Capira Mobile is delayed. It is still being tested.

Curbside service is doing well, many holds.

Water Softener has been installed.

New Business

Items are being quarantined for 1 week before staff puts them away.

Library staff has lost an employee - Irene has retired. Jennifer Brown has been hired as her replacement.

Amber Hoppe will be joining the Board as a new member. She will have to be a write-in on the ballot. Township filed her paperwork away, and did not get it in in a timely manner. Due to the

paperwork not being filed 3 separate times, Sharon will submit a written complaint to the Township Board.

The LLC fine policy is being pushed out until Nov 1st unless checked out before Mar 16. All fines before Mar 16 will be billed, unless materials are returned. People are taking advantage of the "no fines" policy and therefore returning late. A notice is going into

every bag, as well as being posted on the web page, that unreturned materials will be billed and go into collections.

Hoopla is in the process of being set up for use at our library. The contract will be for 2 years. \$2000 will be the initial investment. Library not willing to invest anymore because, every book or music download costs the library \$2.99.

Covid reopen plan is to open library on MWF 11-6pm, and TTH 1-6pm, beginning Oct 5. Only 12 people will be allowed in the library at one time, including staff. Everyone will be required to wear gloves to handle books so that books won't be required to be quarantined. Further tentative plans would be to resume normal hours Nov 1. Curbside service will continue indefinitely. The reopening policy was reviewed by board, Sheri made a motion to approve the policy, seconded by John - all ayes. This is on condition that no staff member tests positive for Covid. The library would then have to be closed. This reopen policy will be revisited on November 19.

Next meeting is November 19, 2020 at 7pm.

Sheri made a motion to adjourn the meeting, seconded by Stacy, all ayes.