

Negaunee Public Library Board

10:15 a.m., July 21, 2020

**On lawn of City Hall, weather permitting
Social distancing and masks required**

1. Call to order
2. Secretary's Report
3. Public Comment
4. Financial Report
5. Communications
6. Librarian's Report
 - a. Regular report
 - b. Curbside services update
7. Unfinished Business
 - a. Recruiting more advisory board members (2 openings)
 - b.
8. New Business
 - a. Friends potluck – tentatively 4-6 p.m. Tuesday, 8/11
 - b. Summer reading
 - c.
9. Adjourn

Next meeting: August 18, 2020

Officers:

President: Al Sundine

Vice President: Laura Jandron

Secretary: Jenny Jessee-Beck

Negaunee Public Library Board

1. Call to Order @ 10:20 a.m. by library board President AL Sundline.
2. Secretary's Report
 - a. February 2020 minutes approved as written
 - b. June 2020 special meeting minutes reviewed
3. Public comment - none
4. Financial report
5. Communications - none
6. Librarian's Report
 - a. Regular report - Troy Gresham's programs viewed by 170 people on Facebook
 - Summer reading program postponed until July 2020
 - b. Curbside services report - seems to be going very well and positive
 - 17 curbsides to date
 - drop boxes are available
 - books are quarantined for 72 hrs.
 - There are no interlibrary loans as of yet.
7. unfinished business
 - a. Recruiting more advisory board members - 2 open positions remain. Please keep looking - Keeping asking.
 - b. Spending Freeze update -
 - on-line items
 - new books
 - special events
 - office supplies
 - training and travel

8. New business

a. Grants - \$500.00 grant for PPE for library staff. ←
includes Face shields

b. MI humanity grant - \$7,400.00 for 6 months
grant will cover utilities

- wages for younger employees
- part 2 of this grant is thru
the CARES ACT administered
by the Library of Michigan up
to \$3,000.00 digital inclusion
expanding services to people
who don't have internet

CARES

9. Adjourned at 10:43 a.m.

OFFICERS:

President: AL Sundine

Vice President: Laura Jandron

Secretary: Jenny Jessee-Beck

Jenny A. Jessee-Beck

Negaunee Public Library

Financial Report

July 21, 2020

All bills were paid through July 1, 2020.

Bills to be paid August 1, 2020:

Baker & Taylor	233.82 (to be paid by Friends)
Charter/Spectrum	48.98 (monthly internet)
MicroMarketing	145.88 (to be paid by Friends)
Scholastic	196.63 (to be paid by Friends)
Superiorland Library Cooperative	1,545.36 (1/2 state aid payment)
Upper Peninsula Region of Library Cooperation	1,424.10 (quarterly ALS payment)
Wall Street Journal	539.88 (annual subscription; no change from 2019)

Negaunee Public Library Board

July 21, 2020

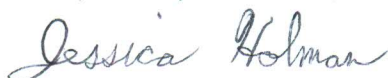
Librarian's Report

Since July 1, the number of positive COVID-19 cases in Marquette County has risen from 64 to 98 (according to the Mining Journal's daily statistics). This is more than a 50% increase. Because of this, we have actually scaled back our curbside services. We are bagging people's items and placing them on a book cart for them to pick up. If the weather is inclement, or the patron is unable to walk to the cart (for example, a patron broke her foot), we are still bringing items to cars. That said, we are printing for people if they send us documents via email. They are very good about leaving exact change on the cart for us, and we are always keeping an eye on activity outside.

Patrons seem pleased that we are offering any services. There are questions and occasional complaints about not being able to use the computers, but at this point, we can direct patrons to call and make computer appointments with a few other libraries that are allowing patrons into their buildings. Patrons are very understanding about our quarantine period (72 hours before books are checked in, after return). We are "rolling back" check-in dates to the day the items were returned, not the date they are checked in by staff. (Example: A book returned July 21 sits in quarantine until July 24, and then is checked in as though the date were July 21.)

Items checked out before the closure in March are due Thursday, July 30. I will be sending out notices to roughly 30 patrons who have not yet returned these items. If need be, we will extend the lending time on these items, rather than begin accruing overdue fines.

Respectfully submitted,



Jessica Holman, director