

LIBRARY COMMISSION MINUTES
Regular Meeting
September 15, 2020

1) **Call to Order**

The meeting was called to order at 6:31 p.m. by Commission Chair Moore.

2) **Roll Call**

Present: Commissioners: Batt, Gagliardi, Hutto, Lopez, Moore, Sessarego.
Absent: Commissioners: Shannon.

3) **Approval of Minutes**

Commissioner Lopez moved to approve the September 15, 2020 Minutes as written.
Commissioner Gagliardi seconded. Motion carried.

AYES: Commissioners: Batt, Gagliardi, Hutto, Lopez, Moore, Sessarego.

NOES: Commissioners: None.

ABSENT: Commissioners: Shannon.

ABSTAIN: Commissioners: None.

4) **Business from the Floor**

None.

5) **Reports & Presentations**

- a. Library Director Lori Easterwood presented the August 2020 statistics. Library Director Easterwood highlighted the increase in database sessions.
Library Director Easterwood responded to comments and questions from the Library Commission.

6) **Library Director's Report**

Library Director Lori Easterwood reported on the following:

- The library opened back up to the public on September 8; there were 1,482 visitors last week and 371 visitors today. Plexi glass has been installed at the reference desks and at the entrance check-in station. Staff is still using stickers to manage the one hour time limit for patrons. The library can be at 25 percent capacity, so 53 patrons are allowed in the library at one time. Curbside

service is being phased out and will end soon. Volunteers are allowed back in the library but can only volunteer while we are closed to the public.

- Storytime Outdoors is on smoke delay but will be scheduled again when the air quality improves.
- Personal Protective Equipment (PPE) is no longer being distributed out of the library and was moved to another location.
- Community Service Day is this Saturday, but there will be no projects in the library this year.

Library Director Easterwood responded to comments and questions from the Library Commission.

7) Commissioner Comments

Commissioner Batt inquired about the number of days books are quarantined for and about the air filters in the library.

Library Director Lori Easterwood responded that we are now holding books for seven days based on a study that used a stacked configuration of books. The library air filters were changed recently and will be changed every 3 months.

Commissioner Gagliardi is thrilled to have the library back open.

Commissioner Hutto was interested to hear about the public response to the reopening; she is glad to hear it was mostly warm and supportive.

Commissioner Lopez suggested a “Library Appreciation Day“ social media post or video where people can share their experiences of the library or their favorite library memories.

Library Director Lori Easterwood will pass these ideas on to staff and will discuss a future video idea with the Communications Department.

Commissioner Sessarego asked how long fines will be suspended and about the Friends Bookstore. Library Director Easterwood responded that we will continue to waive fines and do not plan to stop anytime soon. The Bookstore is allowed to open but is not open yet; Ken is working to find volunteers. Right now, the Friends are only accepting donated books from 2019 and 2020. When the store opens, only one patron will be allowed in the store at one time due to social distancing guidelines.

Commissioner Moore inquired about the library hours and finances. Also, she wants to plan on meeting again next month.

Library Director Easterwood plans to keep these current hours for now because of the decreased on-call budget. She may add a few hours to a few days, but it might be awhile until Sunday services return. Since the book budget was not impacted this year, Lori would prefer the Friends of the Folsom library save their funds.

8) Adjournment

Meeting adjourned at 6:58 p.m.



Alicia Klausung
Secretary to the Library Commission