



Manatee Library Board of Trustees Meeting Minutes

July 16, 2020

Zoom virtual meeting, 2 p.m.

Roll Call

Present

- Cathy Laird
- Tammy Parrott
- Artis Wick
- Patsy Ugarte
- Christine Callahan
- Marion Duncan
- Myron Robinson

Excused

- No one is absent.

Guests

- Jyna Johnson, Program Coordinator/Librarian III (and Zoom Room facilitator)

Call to Order

2:00 p.m. by Artis Wick, Chairperson

Approval of Minutes

Artis Wick inquired if everyone reviewed the minutes of July 16, 2020 and if there were any comments, suggestions or corrections. No corrections were made. Marion Duncan made the motion to approve the minutes as written. Christine Callahan seconded. Therefore, Artis Wick announced the minutes were approved as written.

Library Manager's Report/Board Updates

Update on Covid-19

- Tammy reported that this is the sixth week in which the Libraries are operating at decreased occupancy. We are not fully staffed (at approximately 80% staffing level and 40% occupancy of the building for customers). Staff is manning the entrances, making

sure that patrons are wearing face masks, maintaining appropriate distances within the building, and limiting their visit to 30 minutes ('grab and go' business model). Most furniture has been removed so there is not much seating. Tammy also said that there is little to no wait at all to check out items. We are not circulating high-touch materials such as newspapers, magazines and puzzles to discourage the spread of germs. Additionally, in early July temperature scanners were installed at each entrance. If a customer registers over 100 degrees, they will be denied admittance. Tammy stated that all branches are open with regular hours but close daily one hour early to allow staff time to disinfect surfaces. Artis commented that it is a good idea that patrons don't have to learn an entirely different schedule during the pandemic.

Manager's Report and Library Usage Statistics

- Tammy reported that naturally, overall circulation statistics are significantly down because of the Covid closure; however, our statistics are beginning to rebound. Materials usage is down 27% since June 2020, but usage of online resources has surged 17%. Virtual reference resources have increased a whopping 160%. The numbers reveal a very active virtual programming mindset. Quite unexpectedly, Island's statistics have jumped from last year, perhaps indicating that people are determined to leave their home.

Braden River Library Renovation Update

- Cathy was pleased to report that the Braden River renovation is happening soon! Groundbreaking should occur around September 1. Furniture selections have been made and costed out. Willis Smith was selected as the design/build team. A few trees will be removed so that site work can be done to ensure proper water drainage away from the library. It is anticipated it will take 8 months to build/renovate parts of the existing building. The HVAC and fire/sprinkler systems need to be worked on together as a unit (which might add a little time). This was not part of the initial scope of work. Cathy also indicated that sections of the building will be cordoned for a few weeks as work is being performed, so that the entire library won't have to close during this time. Ultimately, the renovation should be completed in less than one year.

East County Library

- Tammy reported that we are beyond 30% in the design phase. However, there have been no public meetings yet. A video detailing the design phase is on the Library's website. A brief survey is also included to solicit feedback.

Library Master Plan

- We're moving forward on the Library Master Plan. There will be a draft workshop presentation on the 10/20 BCC meeting. The Board of Trustees may preview it.

Chairperson's Comments

- Since the branches are closed to the public, Artis suggested that we put off assembling and distributing goodie bags to the staff until a later date. All agreed.

Citizens' Comment

- None.

Next Meeting

Artis announced that the next virtual meeting of the Library Board of Trustees will be held on **Thursday, September 17 at 2 p.m. via Zoom**. A calendar invitation with the Zoom link will be sent out a week prior to the meeting.

Adjourn

With no further business to discuss, Chairperson Wick motioned to adjourn the meeting. The motion was accepted by Patsy Ugarte and seconded by Christine Callahan. The meeting adjourned at 2:36 p.m.