



# Mitchell

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## Library

5/19/2020 - Minutes

### 1. Call To Order

Vice President Jim Taylor called the meeting to order at 4:30 PM. Members present were: Jim Taylor, Steve Rice, Ann Temple, Dennis Nath, David Margeim, and Deb Everson. Also present were: Jessicka Pickett, Community Services Director; Stephanie Ellwein, City Administrator and Elizabeth Kitchens, HR Director.

### 2. Approval Of The Agenda

Motion by Rice, seconded by Nath to approve the agenda for the May 19, 2020 Library Board of Trustees Meeting. All members voting "aye". Motion carried.

### 3. Approval Of The Minutes

Motion by Margeim, seconded by Temple to approve the minutes as amended. All members voting "aye". Motion carried.

### 4. Citizen's Input

Sheila Slater presented an "Art in the Yard" event that the Friends Foundation of the Mitchell Library will be coordinating this summer. The event would invite all students in the Mitchell Independent School District age 5 to `8 to create a piece of artwork on canvas that would then be displayed in a recognition event. The Library would be asked to help with the canvas distribution through the curb side pick up program that will be utilized for the summer reading program.

### 5. Discussion On Hiring Process For Librarian

The board discussed the hiring process for the librarian once the position closes at the end of May. Members agreed that Rice and Nath will participate in the selection subcommittee with Ellwein, Kitchens, and Pickett. The interviews will be conducted in executive session with the full board, with anticipated interview dates between June 10-12 in the afternoon to early evening.

### 6. Financial Report

Pickett reported that staff is still constructing a full financial report for the trustees account; and should have that available at the next meeting. Ellwein reviewed the quotes for providing wireless access points as well as traffic counters for the entrances to the library. The board requested that the items be tabled until the new Director has started at the library.

### 7. Action To Approve Changes To The Library Reopening Plans/Policy

Three changes to the reopening plan were discussed by the Board. First, the opening date will be Tuesday, May 26th due to the Monday holiday. Second, the book sale room will be closed during the initial reopening. The board of trustees will re-evaluate the book sale room status at it's June meeting. Internet access will not be provided outside of the library until Wireless Access Points are purchased. Third, the archive room will be available by appointment only. Additionally, the summer reading program will have a curbside pick up for those that do not have access to the internet. Motion by Nath, seconded by Margeim

to approve the changes to the reopening plan. All members voting "aye". Motion carried.

Board members discussed the proposed virtual programs submitted by staff for the summer reading program. Motion by Rice, seconded by Margeim to approve the virtual programs as presented with a cost not to exceed \$250 from the Trustee Account. All members voting "aye". Motion carried.

**8. Board Input**

**9. Adjournment**

Vice- President Taylor stated the next meeting will be held on June 16th at 4:30 PM. With no further business, Taylor adjourned the meeting.

DRAFT