

MORGANTOWN PUBLIC LIBRARY
Minutes of the Annual Meeting
May 21, 2020

Approved June 18, 2020

Present:

Sue Carpenter
Linda Durfee
Meredith Hartery
Judy Panagakos
Penny Pugh

Absent:

Also Present:

Sarah Palfrey
Kelly Funkhouser

Others Present:

Call to order

The annual meeting of the Board of Trustees of the Morgantown Public Library convened via Zoom Video Conferencing on May 21, 2020. The meeting convened at 9:03 am, Sue Carpenter, President presiding, Kelly Funkhouser, secretary.

Approval of the Minutes

- **April 15, 2020 - Regular Meeting – The minutes were approved as presented. This motion passed unanimously.**
- **May 7, 2020 – Special Meeting - The minutes were approved as presented. This motion passed unanimously.**

PUBLIC FORUM

- None

CORRESPONDENCE AND COMMUNICATIONS

- None

REPORTS OF COMMITTEES/OFFICERS

- A. President – None
- B. Treasurer – Financial statements for April 30, 2020 were discussed and filed for audit.

REPORT OF THE LIBRARY DIRECTOR & BRANCH UPDATES

- Statistics currently are difficult. There is an increase in electronic downloads. Temporary library card issued remotely are being extended through September. Increase in music downloads. Increase of 10 to 20% in Hoopla and bonus items. There is a notable increase in new users – an increase of about 2000 users in last year. ArtistWorks and Mango are holding steady. July 1, 2020 is exploring unlimited magazines through RB Digital and will include materials in other languages.
- Staff started to come back this week in increasing numbers.
- Today a craft is being distributed to go along with Choose Your Own Adventure online program as a pilot project.
- Creative challenges have been popular up to this week. We have received a donation to cover prizes for two or three weeks. Start running more virtual items later in June after recording them and promoting them. The branches are coming up with 2 to 3 items to do. One Book has been ordered and should be here on June 1.
- Branches feel they are ready to open.

UNFINISHED BUSINESS

- Levy Awareness – Big thanks to Judy Panagakos for completing the video for the Morgantown Area Partnership.
Sarah Palfrey was invited to speak on the 51st Delegates weekly FaceBook Live discussion. Levy committee has put an ad in the newspaper and is placing an additional ad. Most raised money has been spent with these two ads. Meredith Hartery will contact the levy committee to see if additional donations are needed.

NEW BUSINESS

- Reopening of the Library –
 - All holds on library materials are currently caught up.
 - The staff has been piloting curbside pickup and placing holds in numerous ways. A hold from home is placed on first available copy within the library network – a change to this is being discussed through the new West Virginia Library Network (WVLN). The public is being encouraged to call in so staff can place the holds for them and be able to fill the holds more rapid. Under the current reopening plan, the library is not doing curbside service until June 1.
 - Meredith Hartery asked about the staff wearing masks. In the previous Reopening of the Library Plan, it was mandated that staff wear masks with patrons. It was not mandated that staff wear masks without public, most are not. Disposable masks are available and Sarah Palfrey sent all staff a personal reusable mask. Mandating masks was discussed.
 - Protection for public/staff is in place. Darrin is finishing the Plexiglas guards and has done a good job installing and manufacturing what is needed.
 - Monongalia County is offering COVID-19 testing this weekend. Asymptomatic and other numbers will be available for assessing public openings.
 - Libraries are ready to open the curbside this week. Branch employees are ready to open. Libraries across the state are all over the place with resuming services and opening.
 - The Board of Trustees discussed patrons that are unhappy/mean and have made threats to the staff (happening at least once a day and 5-10 times a week) and the possibility of security guards. Paper masks for the public were discussed. Paper masks should be made available at different places through the library and patrons strongly recommended to wear.
 - The library is scheduled to reopen June 8. Discussion of moving the curbside pickup start date to May 26 and branch libraries to open on June 1. Dana of the Morgantown Parking Authority has received approval to bag the meter at the corner of Fayette and Spruce for the Morgantown Public Library's use for curbside service. **Penny Pugh moved curbside will start May 26, 2020 for all locations, branches and Aull Center will open on a limited capacity in person on June 1, 2020, and the main library will open on a limited capacity in person on June 8, 2020, and staff will wear masks while working. The motion passed unanimously.**

- Election of Officers –

Penny Pugh moved that effective July 1, 2020 the slate of officers will be as follows:

President	Judy Panagakos
Vice-President	Meredith Hartery
Secretary	Penny Pugh
Treasurer	Linda Durfee
Member	Sue Carpenter

The motion passed unanimously.

In order to be considered for reappointment to the Library Board of Trustees, Linda Durfee will be interviewed by City Council in an Executive Session on June 16, 2020 at 6:00 pm .

BOARD COMMENTS

Penny Pugh - Thanks to Sarah and the staff for all they have done.

ADJOURNMENT – 10:48 AM moved to adjourn. The motion carried unanimously. The meeting adjourned at 10:07am.

NEXT MEETING - June 18, 2020 at 9:00am - location to be determined.