

MORGANTOWN PUBLIC LIBRARY
Minutes of the Regular Meeting
February 18, 2021

Approved 03.18.2021

Present:

Sue Carpenter
Linda Durfee
Meredith Hartery
Judy Panagakos
Penny Pugh

Absent:

Also Present:

Sarah Palfrey
Kelly Funkhouser

Others Present:

Call to order

The regular meeting of the Board of Trustees of the Morgantown Public Library convened via Zoom Video Conferencing on February 18, 2021. The meeting convened at 9:01 am, Judy Panagakos, President presiding, Kelly Funkhouser, secretary.

Approval of the Minutes

- January 21, 2021 - The minutes were approved as presented. Sue Carpenter moved. The motion passed unanimously.

PUBLIC FORUM

- None

CORRESPONDENCE AND COMMUNICATIONS

- None

REPORTS OF COMMITTEES/OFFICERS

A. President – None

B. Treasurer –

- Approval of Checks - Financial statements were distributed via email. **Sue Carpenter moved to approve checks as presented. The motion passed.**

1.

REPORT OF THE LIBRARY DIRECTOR & BRANCH UPDATES

- In the middle of May, West Virginia Library Commission catalog will be included in the WVLN catalog. Ebsco Discovery services will become a part of the system and it will give a new search layer by searching Hoopla and WVDeli directly. It will have a huge change in what our searches will look like. Sarah Palfrey is adding a more seamless mobile access such as LibraryAnywhere. Prices of library databases have reduced drastically. Looking towards the next fiscal year: “Off The Shelf” – two versions are available; standard and customizable. Sarah Palfrey would like to use previous year’s Friends funds. An additional search box will be available as part of the Morgantown Public Library System website. This will allow the website to be searched.
- Start up Awards have been determined: board games and puzzles for checkout, receipt printers instead of date due cards at Cheat Area Public Library, among others.
- Magazines are now live on WVDeli. Borrowing a magazine does not count towards check out limits.
- Flood related – Paint colors were reviewed yesterday and carpet tiles are in.
- Sarah Palfrey is reposting the Public Services Manager position on the ALA website for a month. Reached out to three with salary range and none wanted an interview. Sarah is looking into bumping up the starting rate of pay.
- Sarah Palfrey’s self-evaluation is due to the board next month.

- Digital Cards are being offered.

UNFINISHED BUSINESS

- COVID-19 plan
 - Quarantining Guidelines – Sarah Palfrey would like to change the policy to read a minimum of 24 hours quarantining of library materials unless they can be immediately cleaned. **Linda Durfee moved to modify the policy to minimum of 24 hours quarantining of library materials unless it can be cleaned on check-in effective March 1, 2021. The motion passed.**
 - In-person Programming – Arnettsville would like to have library programming in the gym space. Governor Jim Justice will be making an announcement about buildings and COVID. Current policy stands – no in person indoor programming – this will be revisited at the March, 2021 meeting.
- Investment Policy – Judy Panagakos will be reaching out to Kelly Funkhouser to discuss and Sarah Palfrey will be reaching out to attorney Ryan Simonton, City Attorney.

NEW BUSINESS

- Parental Leave Policy - The draft policy was discussed. Sarah Palfrey will make discussed changes and submit to Ryan Simonton for review. This will be revisited via email as soon as Ryan has reviewed the policy.
- Strategic Plan – The draft plan was discussed. Penny Pugh said that during COVID and the library's response, Sarah Palfrey has continued to include all the values expressed in the strategic plan. Judy Panagakos remarked that Sarah Palfrey, early in this period, would send a database recommendation to the board as a possible solution to a problem that cropped up. Linda Durfee asked about including a library evaluation with Sarah Palfrey's self-evaluation. **Penny Pugh moved to approve the Strategic Planning framework to file with the West Virginia Library Commission. Motion passed.**

BOARD COMMENTS

Judy Panagakos – Staff Appreciation was discussed. A list of locally owned businesses with gift cards will be provided. Monies will come from previous Friends of the Library money. National Library Workers day is April 6th.

ADJOURNMENT – **Penny Pugh moved to adjourn. The motion carried unanimously.** The meeting adjourned at 10:34 am.

NEXT MEETING - March 18, 2021 at 9:00am