

NAPLES LIBRARY BOARD MEETING

July 29, 2020

Meeting was held virtually via GoToMeeting. Meeting was recorded.

Present: Aaron Mumby, Christopher Abraham, Gerald Bay, Janis Pridmore, Deidre Dutcher, Judy Schewe, Lisa Jensen, Linda Strauss-Jones

No Public Comments.

New Business:

Election of officers –

Motion 114# - Chris nominated Aaron for the role of president. Lisa seconded. Motion carried.

Motion 115# - Aaron nominated Lisa for the role of secretary. Linda seconded. Motion carried.

Nominating a vice president was tabled until next month.

Motion 116# - Aaron nominated Janis for the role of treasurer. Lisa seconded. Motion carried.

Angela is stepping down as bookkeeper for the library. Kendyl will take on this role.

Motion 117# - Aaron made a motion that Kendyl's hourly rate be increased from \$13.50 to \$15.00. Lisa seconded. Motion carried.

Motion 118# - Lisa made a motion to approve the consent agenda. Chris seconded. Motion carried.

Motion 119# - Aaron made a motion to approve payment of bills. Lisa seconded. Motion carried.

Committee memberships:

Aaron gave an overview of the five committees and we determined committee membership for the coming year.

Building/Maintenance Committee - Chris Abraham, Chair; Aaron Mumby; Judy Schewe

Policy Committee - Lisa Jensen, Chair; Gerald Bay; Deidre Dutcher; Judy Schewe

Finance Committee - Aaron Mumby, Chair; Janis Pridmore; Linda Strauss-Jones; Judy Schewe

Planning - Aaron Mumby, Chair; Chris Abraham; Gerald Bay; Judy Schewe

Personal - Lisa Jensen; Linda Strauss-Jones; Deidre Dutcher; Judy Schewe

Committee Reports:

Building & Maintenance – Plexiglas has been installed. Weekly cleanings have been implemented. Occupancy certificate obtained. Bookshelves roped off. Returned items are quarantined for 72 hours. All furniture upstairs is either vinyl or plastic.

Policy – Committee did not meet. Lisa has been organizing the policies to help determine priorities and workflow.

Finance – Committee did not meet. Aaron is working on a timeline for finances and reviewing policies.

Planning – Committee did not meet. Because of COVID, strategic planning will be scaled back.

Personnel – Committee did not meet.

Friends – Linda has agreed to be the liaison to the Friends group. The Friends did not meet this month.

Director’s Highlight:

Judy finished three-part series entitled Conversations on Race & Racism. There are two story-times a week: a story-time snippet and the regular story-time on Friday. Story-time Snippet is tied into the Summer Reading Program. Summer Reading theme is “Imagine Your Story”. Library offers a virtual painting class and two virtual book clubs each month. Library is open. People need to make appointments to come in. Staff is back. Virtual programming will continue until further notice.

Next meeting is scheduled for August 19th at 5:00 p.m.

Director’s Report

Submitted by Judy Schewe

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July 29, 2020

June Statistics:

- New Materials Added –51 Adult titles, 5 YA titles, 24 Juvenile titles, 6 Media -Total= __
- Circulation - 86 items
- Weeded Materials –245 (items that have not circulated in over 5 years)
- New Users - 3
- Overdrive- Digital eBook -213, Digital eAudiobook –178; Overdrive Magazines -4 Total-395
- Wi-Fi Users: 126 sessions
- Social Media & Website Statistics: FACEBOOK Likes –1140, Followers –1189, 43 check-ins, Reach-16,270
- WEBSITE -Total Views –407; Visitors –170

June Programs

- Youth – 4 Virtual Facebook Story Times, 3,314 views
- Adult –2 Virtual Book Clubs, 2 Virtual Zoom Painting Classes, 3 Virtual Gardening Classes. Total = 28 participants (Not counting Petra’s gardening Series on Zoom, data to come)
- Total –11 programs, 3,342 + participants

All on-site scheduled programs were cancelled as a result of library closure due to Covid-19

Virtual programs included Story Times, Book Clubs and Painting Classes (ended the second week of June to be restarted in July.) Naples Library will be co-hosting a Virtual Summer Gardening Series presented by Petra Page-Mann throughout the month of June.

Youth Services

Ally provided five Virtual Story Times for the community via Facebook Live videos. Themes were: Story time Subjects: 6/5- Water, 6/12- Unlikely Friendships, 6/19- Inspirational, 6/26- Environment Ally planned the story times for the month of July to adhere to Kendyl's Summer Reading calendar, and expanded her Facebook Virtual Story Time program to include "Story time Snippets". The snippets are short, interactive programs that take place on Wednesdays and precede the regularly scheduled Friday Story time. Ally also read and thematically catalogued 334 Naples Library children's picture books, to make story time theme building easier in the future for her. This is documented on a Google sheet.

For youth programming in June Kendyl focused on reworking the Summer Reading calendar for different activities/challenges that require little to no supplies. The activities are broken down into categories; reading challenges, creativity challenges, kindness challenges, writing challenges and outdoor activities. There is a different activity that kids can choose from every day. Kendyl was also tasked with setting up the library's READsquared page. The activities she planned are reflected as missions on the READsquared website. Kids can log their completed activities to add to their points to reach the goal of 1000 minutes of reading. I also created promotional images on Canva for our Summer Reading Program and posted them to Facebook.

Adult Services

Naples Library co-hosted the Eco Book Club with Cumming Nature Center and Judy hosted the "Choose Your Own Adventure" Book Club. 2 Virtual Painting Classes, Garden Series with Petra Page-Mann. Telephone reference and patron pick-up service.

Staff

Starting on June 15, staff was scheduled to work opposite hours to maintain 25% building occupancy at a time. Staff has been busy roping off the book shelves, cleaning, weeding, and doing signage for the library. Staff has been emptying the book drop and putting books in the large meeting room for 72-hour quarantining periods. Patron holds are being picked up. Staff checks out items in the library and patrons meet staff at the door to get their items. All staff are wearing masks and gloves. Daily health screening sheets are filled out by staff as well as routine cleaning logs. Angela continues to do payroll and accounting either from home or at the library when needed. Judy is working at home part of the time to cut down on building staff occupancy.

Building

Proctor Roofing repaired the rubber roof around the new rooftop A/C unit. Furniture was moved or removed to maintain 6-foot distancing rules. Water cooler was removed from the patron area to cut down on the spread of COVID-19. Plexiglas barriers were installed prior to reopening on July 6.