



EMERGENCY / COVID 19 ACTIONS
Dexter District Library Board of Trustees
Meeting Minutes
March 13, 2020
8:00 a.m.

Members Present: Pat Cousins, Barbara Davenport, James LaVoie,
Sherry Simpson (via speaker phone), Shelly Vrsek

Members Absent: Cassy Korinek, Donna Palmer, Rosemary Quigley

Others Present: Paul McCann, Library Director
Kim Swoverland, Recording Secretary

President LaVoie called the emergency meeting to order at 8:01 a.m.

There was no presented agenda as the singular topic for the meeting was to make decisions about Library operations in light of concerns for the transmission of the Coronavirus / COVID-19.

McCann presented a suggested response plan outlining four actions:

- 1) The Library will close to the public for March 13, March 14, March 15 – no access to the building; no services provided. This will give staff time to prepare for change in services, set to begin on Monday, March 16, 2020.
- 2) Effective, Monday, March 16, 2020 the Library building will remain closed to the public (all meeting room reservations cancelled / no access to the building for patrons.) but curbside pick-up of materials will be implemented. The new curbside pick-up will allow for reduced virus exposure to both Library patrons and staff, but will still allow access to materials. This limited service will be continuously evaluated.
- 3) All Library programming will be cancelled through April 7, 2020 - this date may be extended based on recommendations from local/State Officials.
- 4) Library Staff will continue to work filling patron requests for materials, disinfecting returned materials, collection development, processing new materials, and general organization throughout the Library.

The Board was in favor of implementing all four actions, but wanted to ensure that any staff member who may be in a high-risk category, or have family members at home in a high-risk category, would not be penalized for opting out of coming into the Library. LaVoie stressed his opinion that the Library closure should not have a detrimental effect on staff members' pay, even if their hours are reduced or if they cannot work at all, regardless of the reason.

Davenport moved to approve the immediate implementation of the four actions as presented by McCann. Furthermore, the Board has made a commitment to continuity of income for all staff. Second by Cousins. A vote was taken. Aye=all, nay=none, absent=3. Motion carried.

Having completed the purpose for the Emergency session, the meeting was deemed adjourned at 8:25 a.m.



Kimberly Swoverland,
Recording Secretary