



Board of Trustees Regular Session Wednesday, September 16, 2020

Present: Nick Skene, Vicki Matsumori, Dustin Lewis, Ali Lyddall, Kirsten Woodbury, Brent Gardner

Excused: Sage Fitch

Others: Kim Fong, Murray Library Director; Julia Pehrson, Murray Library Assistant Director; Brittney Casad, Murray Library Staff

1. Call to Order:

President Lewis called the meeting to order at 5:32 p.m.

2. Approval of Minutes:

The minutes for the August 2020 meeting were approved, as written, on a motion made by Brent Gardner and seconded by Vicki Matsumori. Voting was unanimous in favor.

3. Public Comment:

None

4. Financial Reports:

20% of the year has lapsed. Director Fong stated that most accounts are on budget, but spending is higher than usual in some areas. In accounts like equipment maintenance and periodicals, that is due to annual fees that get paid near the beginning of the fiscal year. Other accounts, like adult audiobooks, have higher spending because items were ordered during last fiscal year, but did not get delivered until this fiscal year due to the pandemic. A motion to receive and file the financial report was made by Vicki Matsumori and seconded by Ali Lyddall. Voting was unanimous in favor.

5. Board Reports:

None

6. Director's Report:

Director Fong shared a presentation on what programs are being offered at the Murray Library during the pandemic. She shared that book clubs, writing clubs and daily storytimes are still happening. These events are just virtual right now.

7. Old Business:

The Board discussed how to do the director's appraisal and decided to do their own evaluation as they have done in the past. President Lewis advised it should be added to next month's meeting agenda to have a closed meeting in order to do the appraisal.

8. New Business:

Ali Lyddall made a motion to amend the agenda to include discussion of the circulation policy. This was seconded by Vicki Matsumori and voting was unanimous in favor. Director Fong stated that she had just received the confirmation that 40 Wi-Fi hotspots will be sent to Murray Library as part of a CARES grant program. She stated that these hotspots will have the circulation standards of DVDs and tablets, thus the circulation policy needs to be amended to include them. Ali Lyddall asked if there will be a limit on the data usage. Director Fong replied that it is unlimited data and the expenses for it will be paid monthly. She also advised that UEN will cover the first year of expenses. The next two years would be at a discount. Assistant Director Pehrson stated that only a one-year commitment is being made for now.

Ali Lyddall asked if it will be a first come, first serve basis for checking them out and the answer was yes. President Lewis commented that he is concerned that a \$.50 per day fine may not be very good incentive for patrons to return the hotspots if it has unlimited data. Director Fong stated that the service can be turned off so that the hotspot can no longer be used. Ali Lyddall inquired as to how much it would cost to replace a hotspot if it is lost. Director Fong replied that the replacement cost is \$65.00. President Lewis asked when the hotspots will be received. Director Fong answered that the data service starts October 1st, so probably sometime in the first few weeks of October. Vicki Matsumori asked if new patrons will be allowed to check them out and the answer was no. Director Fong added that new patrons are not allowed to check out tablets either, since the replacement cost is so high. Kirsten Woodbury made a motion to adopt the discussed changes to the circulation policy. This was seconded by Nick Skene and voting was unanimous in favor.

9. Adjournment:

A motion to adjourn was made by Vicki Matsumori and seconded by Nick Skene. Voting was unanimous in favor. The meeting was adjourned at 6:36 p.m.