

# *Alva Public Library*

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The Alva Public Library Board met at 1:30pm on August 3rd, 2020 in the Share Conference Room at the Alva Public Library. Members present were: Chairman Mrs. Lynn Wilt, Ms. Linda Joseph, Ms. Marilyn Clyne, Mrs. Patty Harkin, Mrs. April Ridgway, Mr. Len Reed and Council Representative Chris Eckhardt.

The meeting was called to order by Chairman Lynn Wilt. Ms. Clyne made a motion that the July 6th, 2020 minutes be approved. The motion was seconded by Mr. Reed. Those voting in favor of the motion: Ms. Clyne, Mrs. Harkin, Mrs. Ridgway, Ms. Joseph, Mr. Reed, Representative Eckhardt and Chairman Wilt.

## **Library data and Financial Report**

The library data was presented by Library Director Sandra Ott. Director Ott passed out the statistical reports for the month of August. The financial statements were not available for the month of July. Director Ott told the board that due to the fact the city government is operating on a tight budget this year the library made very few purchases during the month. This will allow for larger purchases such as book orders and supplies to be placed during the month of August. She likes that the new financial record keeping recording system will adjust budgeted accounts according to collected monthly tax revenues. The reports were discussed by the board members. During the month of July 949 items were checked out from the library in house collection. 764 e-books and audiobooks were checked out. The wireless Internet was accessed 535 times.

## **Council Report**

City Council Representative Eckhardt informed the Board that two scholarships were passed out through the Kids and Cops program. The Council discussed the issue of three dilapidated properties. COVID issues have delayed progress on researching pool options. The Parks and Building committee is waiting on engineering analysis of viable options for the City Swimming pool.

## **Library Report**

The Summer Reading Program was a success and the decision was made to continue making activity bags for the youth in the Little Explorers program. These participants are preschoolers and weekly bags will be available for pick up until the group can safely start meeting again. The library staff will be developing and putting together bags every other week for school age

children. This will take the place of the traditional After School programs that were held for Kindergarten through 6<sup>th</sup> grade students. These bags will not start until after Labor Day.

The library offered two virtual programs this summer for the area youth. The library staff is exploring options to have a virtual book discussion in the fall. The other options are doing short video clips to post with short book reviews and holding craft workshops through Zoom.

The Friends of the Alva Public purchased the multi-function printer/copier for the library. This piece equipment will be very useful in helping print the items in the activity bags and will replace two aging pieces of office equipment. The two older machines will be used until the supplies run out or they quit working.

There was a problem with the air-conditioning unit that cools the office area. The unit needed Freon and also had a contact point that needed replaced.

## **Director's Report**

The library is still operating under circulation desk access only. Curbside service is still available on request. The library staff will probably be required to wear masks in the near future. We plan to follow the protocol used by the public school system.

The same guidelines introduced this summer are still in place: social distancing, closed stacks, limited people in the library, bathrooms and phones are not available. The library staff will make calls for patrons if they have an immediate need.

It is recommended that patrons that might be more susceptible to the coronavirus because of medical conditions or age should come to the library before noon. Patrons are encouraged to call ahead so staff can have requested books already collected and ready for check-out.

Due to the Labor Day holiday next month's library meeting will be held on September 14<sup>th</sup> at 3:45pm.

## **Board Member and Visitor comments**

There were no comments from the library board members and the meeting was adjourned by Chairman Lynn Wilt.