

THOSE IN ATTENDANCE:

Lu Marzulli, President
Annalise Lasater, Vice President
Bret Rigby, Secretary
Carol Osborn
Cathy Stokes
Adam Weinacker

THOSE EXCUSED:

Deeda Seed
Mario Organista

ADDITIONAL STAFF IN ATTENDANCE:

Peter Bromberg, Executive Director
Jace Bunting, Finance Manager
Kimberly Chytraus, Senior City Attorney
Debbie Ehrman, Deputy Director
Gordon Bradberry, Assistant Director of IT and Facilities

Quinn Smith, Assistant Director of Marketing and Communications
Heidi Voss, Executive Administrator
Russell Weeks, Public Policy Analyst

I. CALL TO ORDER

Lu Marzulli called the meeting to order at 4:05 PM.

II. APPROVAL OF MINUTES

Annalise moved to approve the March 30, 2020 minutes as written. Adam seconded the motion, which passed unanimously.

III. COMMUNICATION AND PUBLIC COMMENT

There was no public comment.

IV. BOARD PRESIDENT'S REPORT

Lu thanked the library for continued work on programming during the COVID-19 pandemic. He enjoyed recording a storytime video for the children's team, and is glad that we have been able to make a quick shift to offering library cards online.

VI. LIBRARY DIRECTOR'S REPORT

- a. Library is simultaneously reworking programs for a virtual environment while now shifting toward a phased reopening. Keeping a close eye on health guidelines and trying to be sure to address concerns thoroughly. Considering access to disinfecting supplies, how to stagger staff, and the right time to introduce a curbside delivery.
 - i. Live chat launched prior to building closure and phone chat reference available soon for patrons who don't have internet access.
 - ii. 1,000 patrons have signed up for new library cards.
 - iii. The Super Summer Challenge will be completely online this summer.
 - iv. Adult services team is reaching out to partners to see what they need help with, especially in contacting senior centers. Setting up a pen pal program. County aging services noted that the most significant challenge for them right now is mental health and loneliness.
 - v. Peter has signed the APALA pledge against xenophobia on behalf of the library
 - vi. Connecting with the multicultural task force to address ways COVID-19 affects underrepresented communities harder than the general population. The library is well

positioned to help address issues with technology/computer access, misinformation, and food needs.

- vii. The library has submitted a full proposal to IMLS for a grant to address gaps in connectivity throughout the community.
- b. Jace Bunting, Finance Manager, presented the [March 2020 Financial Report](#).
 - i. Settled with the county and received \$170,000 more, rather than having to pay back. Total tax revenue for the year is over what we initially budgeted. The only large revenue stream we're waiting to receive is intergovernmental revenues.
 - ii. We likely won't meet some of our projected revenues for services like passports and printer services since physical library locations aren't available for patrons at this time.

VII. OLD BUSINESS

- a. N/A

VIII. NEW BUSINESS

- a. [Capital budget reallocation for Chapman lights](#)
 - i. This work has been budgeted for next year, but the library can purchase the lights now at a cheaper price. These lights will match Sprague, and will be removed from the FY21 budget so it's not accounted for twice.
 - ii. No vote on this item during this meeting.
- b. [Emergency Executive Powers](#)
 - i. Library leadership has enacted temporary policies to address COVID-19 crisis quickly, but doesn't have stated authority to make these changes. Rather than bringing all COVID-19 temporary policy changes to the board, the library would like to pass emergency executive powers to allow for appropriately quick reactions as the situation evolves. All changes would be in consultation with the board president or designee.
 - ii. Bret moved to accept these emergency powers. Adam seconded the motion, which passed unanimously.
- c. [Budget amendment for IMLS Grant](#)
 - i. If the library receives this grant, we would need to go to the city council for a budget amendment. Approving this amendment would allow the library to move forward with the city council so we can receive money from IMLS and spend as described.
 - ii. The library may receive more grant money than the attached budget amendment describes, depending on application revisions. Since this money may change, Adam moved to approve an increase to the Library's FY20 general fund budget of \$271,100 or the amount granted by IMLS. Carol seconded the motion, which passed unanimously.
- d. [Parking Garage](#)
 - i. Currently, the city can't impound or tow vehicles abandoned in the parking garage under the library. Policies around the parking garage must be jointly set by the library board and the city compliance division. We will provide a way to authorize staff vehicles be left overnight.
 - ii. Bret moved to approve this policy change. Annalise seconded the motion, which passed unanimously.

IX. ADJOURN

- A. Adam Weinacker moved to adjourn the meeting. Carol Osborn seconded the motion, which passed unanimously. The meeting adjourned at 5:00 pm.

UPCOMING SCHEDULE

The next will be held

Monday, May 18, 2020, 4pm

Meeting will be held virtually via Google Meet