

BURTON PUBLIC LIBRARY BOARD OF TRUSTEES

Emergency Board Meeting Minutes Saturday, March 14, 2020

Purpose: Update the existing Pandemic Policy and discuss the possible temporary closure of Burton Public Library during the COVID-19 (Coronavirus Pandemic).

Present: Board members: Sue Miller, Judy Starr, Dawn Tolchinsky, Kathy Beten, Matt Connors and via phone: Kristine Thompson; Director Katie Ringenbach, and Fiscal Officer Rebecca Herrick.
Public present: Christina Mihalic

The Meeting was called to order at 12:00 PM by Board Vice President Matt Connors.

Update existing Pandemic Policy: The current Pandemic Policy with suggested changes was presented to the Board (copy to follow). The suggested changes are as follows:

- Removing the following items:

Full-time staff will be paid for time scheduled during the closing, up to 5 days.

Part-time staff will only be paid if they arrive at work before being contacted by the Director that the Library is closed. Time lost may be made up with the approval of the Director.

- The addition of the following item:

All staff members will be paid for time scheduled during the closing.

A discussion followed; the words "and recreation" in the fourth item will be removed. The discussion resulted in the following resolution:

18-2020 Dawn Tolchinsky moved to accept the changes to the existing Pandemic Policy. The motion was seconded by Sue Miller and the resolution was passed by the following voice vote:

Dawn Tolchinsky – Yes	Sue Miller – Yes	Judy Starr – Abstained
Kathy Beten – Yes	Matt Connors – Yes	Via Phone: Kristine Thompson – Yes

Possible temporary closure of Burton Public Library during the Coronavirus Pandemic:

Katie spoke regarding closure of Clevnet libraries as well as libraries throughout the state. She read a list of currently closed Clevnet libraries (copy to follow) and verbally added Geauga County Public Library; they held a Special Meeting to determine this earlier today. Kent State University Geauga Campus is closed through the end of May.

Board member Sue Miller read a statement emphasizing the importance of protecting the health of staff and the public, therefore the importance of closing the Library. This statement also mentioned the importance of supporting staff during this uncertain economic time.

19-2020 Dawn Tolchinsky moved to temporarily close the Library commencing at 4 PM Saturday, March 14 through April 6, 2020 to align with the closure of the Berkshire Local School District; then subsequently remain aligned with any extension of the said School District closure. The motion was seconded by Judy Starr and the resolution was passed unanimously by the following voice vote:

Dawn Tolchinsky – Yes	Judy Starr – Yes	Sue Miller – Yes
Kathy Beten – Yes	Matt Connors – Yes	Via Phone: Kristine Thompson – Yes

Closure of the Library will postpone all programming and the March 20, 2020 Board of Trustees Meeting.

Clevnet can extend due dates on loans to align with the closing/reopening.

A thorough cleaning prior to reopening was mentioned as well as placement of additional hand sanitizer stations throughout the library.

Public Comments: No public comment.

20-2020 Kathy Beten moved to adjourn the meeting. The motion was seconded by Sue Miller and the resolution was passed unanimously by the Board.

The meeting adjourned at 12:20 PM.

Respectfully submitted,

Rebecca S. Herrick
Library Fiscal Officer