

**Wenonah Free Public Library
Board Meeting Minutes April 6, 2020**

Present: Jessica Doheny, Ellen Hummel, Meghan Walsh, Kristine Height, Carol Newman and Anne Zuber. Absent: Michelle Contarino

Meeting called to order by Jessica Doheny at 6:12 p.m. at which time the Open Public Meeting Notice was read.

In compliance with the Open Public Meetings Act of the State of New Jersey, notification of this meeting has been sent to The South Jersey Times, and posted on our webpage, at the post office and on front door of the library.

- Minutes for March 4, 2020 meeting were read and approved. (Motion by C. Newman/second M. Walsh/All in favor)
- Approval of Minutes from the January 2, 2020 Reorganization Meeting was again delayed due to lack of a quorum of members who attended that meeting.
- Treasurer's Report was submitted by Carol Newman. As of April 6, 2020, the checking account balance was \$4,780.60 and the savings account was \$42,028.08.
- The bills list for March 2020 was approved. (Motion by M. Walsh/second K. Height /All in favor)

Librarian Report

March 2020 stats: AF-148 ANF-21 JF-92 JNF-16 Vid-41 Aud-1 eBook/Audio Downloads-115 + JC/ILL 21
Total = 455 EDS not yet available

Anne Zuber reported the library sent two email blasts notifying people to hold their books/DVDs until the library reopens. Librarians have emptied the drop box three times. The inter-library loan transit system stopped on March 17, 2020.

Business

- Library closed to the public on March 17th and will remain closed until further notice. All programs offered at the library have been suspended until further notice.
- LOGIN consortium has suspended hold function of the shared catalog system until April 30th.
- LibraryLinkNJ has suspended transit system until further notice.
- Librarians are working remotely to continue whatever services can be provided. Books have been delivered to patrons' homes if requested. New books have been ordered. StoryWalk was updated on March 30th. Social media posts have continued. E. O'Laughlin is the only librarian who has been in the library. C. Mullens has ordered books from home, but has not processed invoices, so there may be a lag before C. Newman receives invoices for payment.
- Karol Black asked about children's summer reading program. Planning has been delayed, but Anne will determine in the near future what can be done in preparation.
- Annual NJ State Library statistical report was not filed by March 15th deadline. An extension was applied for and granted, but no new deadline was provided. Anne will continue to work on it.
- The plan to install light fixtures hit a standstill due to the Covid-19 pandemic. Jonathan Barbato & Anne corresponded about completing the work while the building is closed but made no definite plan.
- Training syllabus provided by Login was sent to staff to select sessions that apply to their currently assigned library functions.
- Board discussed whether to pay librarians for average number of hours they would have worked had the Covid-19 pandemic not forced the library closure.

Board passed a motion to pay librarians for the average number of hours they worked prior to the governor's stay-at-home orders. (Motion by K. Height/second J. Doheny/All in favor.) Anne will calculate average hours and submit for payroll.

- J. Doheny asked about the need for additional cleaning for the library before reopening. Anne said she would find out what other libraries were doing through her Login directors' meeting.

J. Doheny adjourned the meeting at 6:40 pm. (Motion by E. Hummel/second C. Newman/all in favor)

2020 Meeting Dates: 1/4/20 at 10 a.m. Reorganization Meeting 2/5/20 3/4/20 4/1/20 (Rescheduled to 4/6/20 online) 5/6/20 (online) 6/3/20 8/5/20 9/2/20 10/7/20 11/4/20 at 7 pm

Next Meeting Scheduled: May 6, 2020 at 7 pm (online)