

**Spring Lake District Library Board Minutes
June 5, 2020**

Present: John Nash, Mark Powers, Peter Sherwood, Mary Eagin, Joan Board, Christine Burns, Gordon Gallagher

Also present: Maggie McKeithan, Library Director; Amanda Rantanen, Business Manager

** NOTE that per order of the Governor of the State of Michigan – a virtual meeting was held using ZOOM.

The meeting was called to order at 10:00 a.m. by President, John Nash

Motion to approve the agenda made by Joan Board and supported by Peter Sherwood. The motion was approved.

There were members of the public listening in on the meeting – but no Public Comment was made.

Director's Report – Maggie noted that she is excited to be able to get staff back into the building! Patrons have also expressed desire to get library services back soon.

New Business:

Maggie presented the Covid-19 Preparedness and Response Plan. **Motion by Chris Burns and supported by Peter Sherwood to approve the plan as presented.** Roll call was taken - motion was approved unanimously.

Maggie presented her working document that outlined the Covid-19 Re-opening Stages and Procedures.

Stage 1 – June 8 – Staff will be allowed back into the building

Stage 2 – estimating June 15 or 22 – patron interaction begins with patrons being able to pick up materials on “hold” for them

Stage 3 – estimating early July, limited patron use of the facility

Discussion was held on the pay for the employees and it was agreed that the policy passed by the Board in March would remain.

Motion by Gordon Gallagher and supported by Mary Eagin that the SLDL Director will have discretion to set the library hours for staff during Stages 1 & 2 of the re-opening plan. Roll call was taken - motion was approved unanimously.

Motion by Chris Burns and supported by Peter Sherwood to approve the Covid-19 Re-opening Stages and Procedures document, as presented. Roll call was taken - motion was approved unanimously.

Motion by Joan Board and supported by Peter Sherwood to adjourn the meeting at 10:57 a.m. Motion was approved unanimously.

Respectfully submitted,

Mary Eagin, Secretary