

**Augusta Memorial Public Library Meeting Minutes**  
**Monday, August 23, 2021 5:30 pm**

Meeting called to order at 5:34 pm by Bunny Turner

Present: Rebecca White Body, Barb Johnson, Bunny Turner, Del Thorson

Also present: Leslie LaRose

Absent: Polina Kudelina, Brenda Pettis, Carrie Amo

Quorum Present

Open Meeting Law Compliant

Agenda Approved : Motion made by Barb, seconded by Rebecca

Minutes from July 19, 2021 Approved: Motion made by Bunny, seconded by Barb

Financial Report:

1. The gas bill is a bit lower than expected, but the phone and sewer bills are a bit higher. Overall, expenses are in line with expectations for this time of year.
2. Motion to accept the report made by Rebecca, seconded by Barb.

Director's Report:

1. Trustee training is this week, and a series of webinars is available online.
2. Community Night Out on August 3 was very successful. About 300 people attended. The event featured the police and fire departments, music, food, and other entertainment.
3. Fairchild has joined the MORE system, but Leslie doesn't anticipate much impact on Augusta's circulation.
4. Sierra will be upgraded on Sep. 7.
5. City buildings are still without a custodian due to the lack of applicants, so library staff is doing the cleaning for now.

Friends of the Library report

1. No report available at this time.

New Business

1. Masks are required in the library again due to an upsurge in local COVID cases. Some patrons have been rude about it, but staff members have been able to handle the situations. There are no recommendations for limiting capacity at this point.
2. The library will be closed for Labor Day on Sep. 6, but it will stay open on Sep. 7 despite the system-wide Sierra upgrade. Services will be limited due to the upgrade, and checkouts will have to be recorded by hand. However, Wifi will be available to patrons.
3. Emergency Closings had been a procedure rather than a policy, but Leslie feels it would be better made into a policy to allow for situations when she is unavailable to make decisions.
  - a. She recommends including provisions in the policy for staff to be able to work from home and get paid if the library is closed, as well as to make the decision to close the library if Leslie isn't on site.

- b. The Board will make decisions about how to proceed if the library is closed more than 3 days.
- c. Del pointed out that the policy should clarify that staff shouldn't be paid for long-term closures if there's too little work for them to do; instead, they should be eligible for unemployment compensation.
- d. The policy is tabled for now, but Leslie will revise the final line to clarify how staff pay will be handled during long-term closures and will bring it to the Board for consideration.

Meeting adjourned at 6:11 pm.

Minutes taken and typed by Rebecca White Body