

## OWEN COUNTY PUBLIC LIBRARY BOARD MEETING MINUTES

The Owen County Public Library Board of Trustees met in regular session on April 21, 2020. The meeting was held by Zoom Videoconference due to Covid19. Trustees in attendance were Cobb, Taylor, Petzinger, Quiroz, and Ashcraft. Librarian Chancery and Assistant Librarian Clifton were also in attendance. President Petzinger called the meeting to order at 9:30 A.M. A motion to approve the minutes from February was made by Petzinger and seconded by Cobb. All voted aye. There were no minutes from March due to Covid19. There were no public comments.

### FINANCIAL/DISBURSEMENTS

The general operating account was reviewed. The reconciliation detail and summary were presented. There were no unusual transactions. A review of the profit/loss previous comparison was reviewed. These reports were from March and part of April. Trustee Taylor made the motion to accept and it was seconded by Quiroz. All voted aye.

### REGIONAL LIBRARIAN REPORT

A conference for the Association of Rural and Small Libraries will be held in Wichita, Kansas in late September. Scholarships are available. The Kentucky Public Library Association Conference was not held. The KDLA website spotlight is promoting the 2020 census and how libraries can help.

### LIBRARIAN REPORT

The library closed on March 17, 2020 due to Covid19. All aspects of the library were halted except for Hoopla, Overdrive, and the free Wi-Fi. Up until March 17, there were 1,345 patrons, 9 programs, and 291 computer users. Librarian Chancery reviewed the statistics report. She also reported that Hoopla users could download 10 items a month and 15 items on Overdrive. She also presented reports from the staff on their activities from home and limited time at the Library. Assistant Librarian Clifton presented her time sheet. A thank you letter from the

Director of Owen County Neighborhood Center was presented. The organization used the library since their normal office had to close temporarily.

#### BUSINESS

Librarian Chancery presented a general amnesty policy. This policy would erase all fines, fees and charges prior to March 17,2020. The KPLA has endorsed this amnesty. She reported that around \$8,000.00 would be forgiven, but that it was highly unlikely that it would ever be collected.

Trustee Petzinger made the motion to accept the proposal and it was seconded by Trustee Cobb.

All voted aye. A notice will be placed in the local newspaper.

An emergency furlough policy was presented. The policy states that Librarian Chancery will determine who is eligible. The policy also states that benefits continue for employees that have worked at least a year. Director Chancery also will be in charge of calling back employees when the

emergency is over. The attorney for the board has approved this policy. After discussion and questions, Trustee Petzinger made the motion to accept and it was seconded by Cobb. All

voted aye. A motion to enact the furlough policy on May 1,2020 and ending on June 30,2020

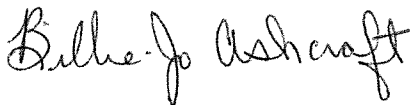
unless the situation changes, was made by Trustee Cobb and seconded by Trustee Ashcraft. All

voted aye. During the furlough Librarian Chancery will work 30 hours per week and Assistant Librarian Clifton will work 20 hours per week to fulfill the day to day business operations.

A motion to adjourn at 10:40 A.M. was made by Trustee Petzinger and seconded by Trustee

Quiroz. All voted aye. The next meeting will be May 19,2020.

Respectfully submitted,



Billie Jo Ashcraft