

LaCrosse Public Library Board
LaCrosse, IN.
March 16, 2020

The meeting of the LaCrosse Public Library Board was held March 16, 2020 in the community room with the following present: Peggy Stalbrink, Angie Vernon, Kathy Fischer, and director, Karla Wilson. The following were absent: Janetta Adams, Tracie Vernich, and Susan Engel. While awaiting the arrival of another board member, the meeting was called to order at 6:16 P.M. by president, Angie Vernon.

The minutes were read and approved by all attending. The current balance of the checking account is \$143,563.31 and the all funds balance is \$288,355.94.

Circulation: 763 Patron visits: 457

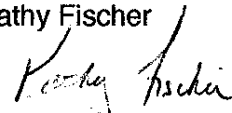
At this time with the continuing absence of board members, a quorum number was not met and the meeting became a discussion only, with the focus on the effects on the library related to the Corona Virus Pandemic. Future meetings are uncertain at this time due to the restrictions imposed by the pandemic.

A discussion was held concerning library procedures as affected by the corona virus pandemic. Procedures for staff including hand washing and availability of gloves, sanitizing of the facility, care of materials within the library, social distancing, and cancellation of all events was discussed. There have been no mandates for closure from state or federal government offices however, several libraries in the area have closed as directed by their boards. The discussion included use of a curbside process to continue patron use of library materials in the event of library closure with doors locked. In this event, a procedure for returned materials will include a 5-7 day period of quarantine for all returned items. Follett Access Account enabling patrons to request materials on line will be available and patrons instructed on its use. The discussion included continued payment of library staff wages and it was agreed that Karla as the only full time employee will continue to be paid and part time staff will be paid for hours worked.

At this time, the library all remain open as usual with essential services to patrons unless mandated by government, or if recommended by the director. All material covered in this discussion will be provided to absent board members and Karla will inform us as changes occur.

Respectfully,

Kathy Fischer



ADDENDA:

March 20, 2020 President, Angie Vernon sent the above information from the discussion held March 16, to all board members. All except Janetta Adams responded and all agreed with the processes discussed.

March 23, 2020 The governor has mandated a shelter in place and closure of all government offices due to the spread of the Corona Virus, so in following his directive, the library will close with no curbside service until further notice. This information was sent to all board members per text from president, Angie Vernon.