

Minutes of the September 14, 2020

Scandinavia Public Library Board of Trustees

Held in person at the Scandinavia Public Library parking lot at 6 PM.

Members in attendance: Tom Michael, Jane Marx, Shannon Piotrowski, and Melissa Swenson. Members not in attendance: None

Others in attendance: Sue Vater Olsen, library director

The meeting was called to order by Melissa Swenson at 6:07 p.m.

Library expenses were presented. Melissa Swenson moved to approve the expenses. Tom Michael seconded the motion. Unanimously approved.

No changes were suggested or made in the pandemic policy.

The SHARES grant available to libraries via OWLS was discussed further. Two options that were considered were a self-checkout station or telecommunication and technology. Either of these projects may be used to serve patrons with limiting COVID-19 risk. The available grant amount is \$1357.67 and no matching funds are required. A self-checkout station would potentially reduce the risk of virus contamination through surfaces. The patron could choose items from the shelf, use their library card, and checkout the items without the librarian handling any of them. While COVID-19 is still spreading, it appears that most transmission is made by coughing or sneezing by an infected individual, rather than touching an infected surface. Also a self-checkout station would cost more than the grant amount and incur annual fees for its software.

Jane Marx made a motion to pursue a project using telecommunication and technology to meet library needs while providing safer services during COVID-19. Melissa Swenson seconded the motion. Unanimously approved. Tools that will be considered for this project include a tripod to hold a tablet for producing and broadcasting content for patrons and software and hardware for online meeting for the library board and staff.

The meeting was adjourned at 7:07 p.m.

Respectfully submitted by Sue Vater Olsen.

These minutes are not official until approved.