



**Emergency Board Meeting  
Tuesday March 11, 2021 @ 2 pm  
Rodriguez Annex**

**Minutes**

**Board Present:** Karen Esvelt, Guy Chittenden, Stephen Hillis, Susan Stovall

**Board Absent:** Royce Embanks

**Staff Present:** Jane Ellen Innes, Laura Jones, Gabrielle Beebe, Star Todd

**I. Call to Order**

Chairperson Karen Esvelt called the meeting to order at 3:37 pm

The Board met in emergency session to discuss the recent break-in of one of the Library's rentals and address safety concerns for staff. Susan Stovall moved, Stephen Hillis seconded, that there is sufficient reason director according to bylaws section Notification of Meetings, page 15, item 7, paragraph 3. Motion passed unanimously.

**II. Acceptance of Agenda and Establishment of a Quorum**

A quorum was established. **Stovall moved**, Guy Chittenden seconded, to accept the agenda as distributed. Motion passed unanimously.

**III. Public Comment**

No public comment.

**IV. Library Properties**

Stovall requested that in the future, when a special or emergency meeting is called, in addition to distributing a Board packet via email, that Board members be notified by text that relevant documents had been sent; those present agreed.

**A. Current state**

Laura Jones briefed the Board about the break-in at 229 SE 7<sup>th</sup> Street that occurred on March 10, the events leading up to the incident, and actions that have been taken since the incident.

**B. Safety concerns**

Discussion about additional safety considerations ensued. Hillis, Chittenden, and Stovall suggested installing additional cameras and lighting, and consider installing bars on the windows. Library staff safety precautions when leaving after dark were also discussed. **Stovall moved**, Chittenden seconded, to install additional lighting, cameras, and motion detectors, and other safety measures as required. Motion passed unanimously.

[Chittenden departed at 4:25 pm.]

**C. Other Considerations**

Stovall suggested that the Board consider a long-term strategy for Library-held properties at a future Board meeting.

**X. Adjournment**

With no further business before the board **Hillis moved**, Stovall seconded, to adjourn the meeting at 4:50. Motion passed unanimously.

Respectfully submitted,

Jane Ellen Innes

Secretary to the Board