**Board of Directors**

**Thursday, May 21, 2020**

**Special Meeting**

**Minutes**



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

**Staff:** Jane Ellen Innes

**I. Call to Order**

Stephen Hillis called the meeting to order at 2:20 pm. All Board members were present.

II. Acceptance of Agenda and Establishment of a quorum

A quorum of the board was present. It was moved by Susan Stovall, seconded by Karen Esvelt, to accept the agenda with flexibility. Motion passed unanimously.

**III. Public Comment**

There was no public comment.

**IV. 2020-21 Vision Discussion**

The primary purpose of this meeting was to discuss and prioritize the results of the Board’s annual vision review. Stovall had aggregated the feedback from the board and categorized the activities under one of the six specific results.

They are:

1. Residents of all ages have the opportunity to enhance and enrich their lives through literary and cultural programs and resources.
2. Residents have free access to library services and are able to find materials specific to their needs.
3. Residents have access to current technology.
4. Residents have access to a current, reliable, and relevant collection.
5. Residents have access to safe and welcoming facilities.
6. Residents are provided information so they are aware of the types an scope of services to the library.

The Board identified programming, staff training, technology resources and trained staff, and increasing awareness. Innes had shared the Board’s vision review with the staff and shared its feedback. Staff identified marketing, outreach to underserved populations, expanding online content, and creating a welcoming facility as areas of emphasis.

Using the feedback from the Board, and a clarification of priorities, Innes will revise the budget for the second Budget Committee meeting scheduled for June 3, 2020 at 5:15 pm.

**V. Reopening Summary**

Innes shared a brief summary of the limited reopening procedures. The Library will be open from 10 am – 3 pm, Monday-Saturday. Customers will enter from the general entrance and exit to the back lot. Computers will be available by appointment and wiped down after each use. Books will be returned in either book drop, in the Library foyer, or back drive-up box. The boxes will be emptied in the morning and the evening. UV-C lights will be used inside the Library every evening. The public rest rooms will not be available during the limited reopening; the Annex remains closed.

**VI. Other Business**

There was no other business.

Vi. Adjournment

With no further business before the board, Hillis entertained a motion to adjourn. Chittenden moved, Stovall seconded that the meeting be adjourned at 4:08 pm.

The next meeting of the Board is Tuesday, June 9, at 2:00 pm. The next meeting of the Budget Committee is Wednesday, June 3, at 5:15 pm.

Respectfully submitted,

Jane Ellen Innes, Secretary to the Board

Jefferson County Library District