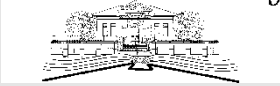


Minutes of the Workshop Meeting Lewistown Public Library	
	
Lewistown Public Library Board of Trustees	Monday, 4/30/2020 9:02 AM – 9:37 AM Lewistown Public Library

Lewistown Public Library’s Mission Statement:

“The Lewistown Public Library provides free and equal access to quality materials and services, which fulfill the educational, informational, cultural, and recreational needs of the entire community.”

9:02 a.m. Call to order -- roll call – Workshop meeting of the Library Board of Trustees was called to order by Mary Frieze. Members present: Mary Frieze, Jean Collins, Gayle Doney, Jo McCauley, Cathy Moser, Arlene Mari and Director Dani Buehler

Appoint Recorder of Minutes: Dani Buehler

Discussion of Important topics:

- The Governor released a phased reopening plan for the State of Montana on Wednesday, April 23. Currently we are in Phase 1 of this directive with no timeline suggested for when the State may move to Phase 2.
- Dani sent the Trustees a suggested Staged Reopening plan for the Library. Currently we are in Stage 1 (please see document for library services during Stage 1).
- Dani shared that after reviewing the Governor’s directives the Library will begin to move to Stage 2 of the reopening process. The main difference between the Library’s Stage 1 and Stage 2 reopening goals are the re-introduction of staff to working in the library building. Please review:
 - Library Stage 2 > Building remains closed to the public, but staff transition back to working primarily in the building (possible modified schedules to maintain social distancing while at work).
- The Library will establish Stage 2 reopening by Friday, May 8
- Dani noted that the Library would struggle to maintain the precautions set forth in the Governor’s directives and, also, open our facility to the general public. Dani suggested that we review practices at the Library and prepare for reopening when the Governor instituted Phase 2 of his current directive. This would line up with our Stage 3 of the Library’s reopening plan.
- Mary relayed that she recently visited the Library and noted that controlling the flow of traffic in the Library would be very difficult as the Library is set up as a place for people to gather.
- Dani also shared that the Library curbside service is the most equitable service that we can currently offer. A person, in theory, could be ill with COVID-19 and both get an item from the Library pick up space and return the item safely because of our 72hr item

quarantine. This requires very little staff management and offers very low risk of transmission to both patrons and staff.

- Wearing a mask for both patrons and staff was discussed.
- Dani advocated for the Library to move to Stage 2 and to watch and wait for a couple of weeks to see if MT cases increase.
- Cathy asked for a review of the curbside service. Dani reviewed current procedures for curbside (see April 16 minutes).

Trustee Minute:

- Gayle agreed that no immediate decision was needed to reopen the Library but instead wait and watch if MT cases increase two weeks after bars and restaurants reopen. Gayle is also going to meet with Holly to see what the City is going to do for the upcoming Commission meeting.
- Jo shared that the public is currently mostly agreeable but sad that many of activities are not available. Charlie Russell train may not be open for the summer. Jo has also relayed quarantine information to travelers that have come into the Chamber and people seem mostly cooperative.
- Jean will only be meeting virtually with her congregation until May 10. After May 10, the church members will possibly have the option to meet in the building or virtually. Jean is trying to figure out what people are comfortable with and leaning into technology for services.
- Arlene liked the idea of waiting and seeing what MT's numbers will be. And shared that the numbers could be our guide. Arlene also noted that we needed to not only protect the patrons but also protect the staff.
- Cathy shared that she supported a cautious and gradual approach to reopening the Library. Cathy also asked about the FOL group and upcoming meetings. Arlene noted that she will discuss the possibility of a meeting on May 27 with the Friends executive board.

Next Board Meeting:

- Discussion on the next Library Board meeting.
- Dani shared that masks are available at the Library and Trustees are welcome to wear masks for an in-person meeting.
 - It was decided that May 21st at 1:30pm will be our next meeting and it will be a Regular Board meeting with Trustees meeting upstairs and public attending via teleconference.

(meeting ended at 9:37 a.m.)

UPCOMING BOARD REGULAR MEETING: Thursday, May 21 at 1:30 p.m., upstairs meeting room for Trustees and via teleconference for public. Respectively Submitted: Danielle Buehler, Library Directory