

## Minutes for March 2020

The Hand County Library Board of Trustees met on Monday, March 27, 2020, at 4:00 p.m. in the main room of the library.

Members present: Chairman Andrea Fiala, Trustees Mike Anglin, Mike Donlin, Marianne Peterka,  
Librarian Mary Breitling  
Members absent: Gloria Keck

Motion by Mr. Anglin, seconded by, Mr. Donlin to approve the minutes. Motion carried.

With the current Covid-19 pandemic, the board discussed options the library could take to ensure the safety of patrons and staff. The library has been closed from March 16-31. Having received direction from the State Library on how to ensure books will not spread the virus, the board decided to open on Mondays and Thursdays only from 11:00 a.m. to 6:00 p.m. During these times, staff will take requests via phone and email. Staff will deliver the requested books to the patrons in their cars. No patron will be allowed into the building. In addition, no staff member will be allowed to take returned books from patrons. All returned books must be put in the drop box. By doing this, staff can keep the books in quarantine for at least 48 hours as recommended by the State Library using Northeast Document Conservation Center guidelines. These new hours and procedures will stay in effect until further notice.

Preschool Story Time had 4 children and 3 adults attend. The April Story Time has been cancelled.

National Library Week, "Find Your Place at the Library" is April 19-25. With the current situation and no one allowed into the library, no activities will occur this year in regards to National Library Week.

Eleanor Iverson has agreed to hold the South Dakota One Book discussion at the Hand County Library. No date has been set. The library is looking at hosting this in late summer, if we are able to reopen our doors to patrons.

The Rustler Roost has agreed to take the old copier and is excited to add it to their homework room.

The library parking lot is need of repair. Semi-trucks drive up on it while making the turn for deliveries to Kesslers, which is causing the road to break up in those areas. The parking lot is also sloped towards the building so during heavy rains, the water heads towards the building and on several occasions has come dangerously close to running into the library itself. Discussion was held as to whether the lot could be repaved when the street is done this summer or if concrete would be best as it would not need to be redone. When factoring in the semi-trucks needing to go onto the library pavement to make the wide turn, which will continue to happen, and the need for the additional sloping of the lot, Mr. Anglin made the motion, Mrs. Peterka seconded it, to recommend to the Hand County Commissioners the Hand County Library parking lot be cemented, ensuring the parking lot would not need to be redone in the future. Mr. Donlin abstained from the discussion and voting. Motion carried.

Contributions were made in honor of Ralph and Barb Zieger's 88<sup>th</sup> birthdays.

The next Board meeting will be held on Monday, April 27, 2020, at 4:00 p.m.

Motion was made by Mrs. Peterka, seconded by Mr. Anglin, to approve the financial report/bills. Motion carried.

A & B Business Solutions	#(425) equipment contract	\$ 50.46
Bob's Disposal Service	#(428) garbage disposal	\$ 42.00
Bob's Gas	#(426) propane	\$ 150.00
Hughes Electric LLC	#(425) installing fax line	\$ 337.04
Ingram Library Services	#(426) books ordered	\$ 560.11
Midcontinent Communications	#(428) phone service	\$ 38.84
City of Miller	#(428) utilities	\$ 370.11
Recorded Books	#(426) audio books	\$ 132.26

Mary Breitling	#(410) salary	\$ 1601.88
Debra Bushfield	#(410) salary	\$ 197.73
Ray Caffee	#(410) salary	\$ 337.92
Connie Schroeder	#(410) salary	\$ 314.90

Meeting adjourned.

*Mary Breitling*  
Mary Breitling, Librarian

*Andrea Fiala*  
Andrea Fiala, Library Board Chairman