

Carbondale Public Library Emergency Policy Committee. Tuesday, January 19, 2021. 4:30 p.m.
Online meeting. Link for public attendance shared on agenda.

MINUTES

Statement prior to start of the meeting.

The Committee Chair determines that an in-person meeting is not practical or prudent because of the statewide COVID-19 disaster. This meeting is being recorded.

Call to order.

Called to order at 4:30pm

Roll call.

Introductions, audience and visitors. Visitors are asked to introduce themselves at this time and present any issues they wish to discuss. Visitors wishing to address specific agenda items will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes. The Library Board may cut short any comments that are irrelevant, repetitious, or disruptive. (Id. at 1425-26).

Read statement: In the webinar environment participants may type questions or statements into the Q&A at this time and may request access to speak during this portion of the meeting via the Q&A or by using the hand raising function.

Trustee committee members present: Don Prosser, President/Committee Chair; Susan Tulis, Vice President; Barbara Levine

Staff committee members present: Diana Brawley Sussman, Director; Lynette Miller, Circulation Manager; Jennifer Robertson, Adult Program Librarian

Committee members absent: None

Guests: None

Policies and procedures for various scenarios.

1. Discussion and decisions regarding service provision in light of changes in regional COVID-19 mitigation levels. The committee discussed the risks and merits of opening up the library for further access in light of decreased COVID-19 restrictions for Region 5. With the semester starting we anticipate that cases will rise again within a couple of weeks, resulting in increased restrictions again. So far library staff have not been listed in categories 1b or 1c for vaccine access, and until they have been immunized we hesitate to increase their risk of exposure. Having spoken with several staff members, the Director's proposal is to continue with curbside and appointment-only service, but to expand appointment purposes from non-entertainment computer use and social work, to book browsing and any other legitimate use of the library. Appointments are currently available to one individual at the top and bottom of each hour. This allows us to check the person in, assess their COVID exposure, reiterate rules about mask compliance, and keep track of their entry and exit time to ensure that they limit their visit to 90 minutes. We would now allow in one individual or family for each appointment. If the demand is too high to meet the Director could have the liberty of increasing the number of appointments per day (perhaps to 1 appointment every 20 minutes). The committee agreed to move forward with this plan. This will be a practice and procedure, rather than a policy, in order to ensure flexibility when restrictions change or adjustments are needed.

Adjournment.

Adjourned at 5:01 p.m.

Next committee meeting: Tuesday, February 16, 2021, 4:30 pm via Zoom