

FINAL  
Bloomfield Public Library  
Board of Trustees  
Conference Remote Meeting  
June 9, 2020

**Attendance:** Elizabeth Lane (*Library Director*), Joan Geetter (*Chairperson*), Beverlee Merritt (*Vice-Chairperson*), Ava Biffer, Leah Farrell, Ann Leavitt, Maxine Ursery, Penny Pearson (*Friends of the Library Representative*)

**Absent:** None

Quorum present? Yes, 6 of 6

J. Geetter called the meeting to order at 5:33 p.m.

*Roll Call* – J. Geetter performed roll call.

*Report from the Friends of the Library*

**Meetings** – There have been no Friends’ meetings since March 5<sup>th</sup>, though members of the Friends’ board have communicated online.

**Summer Reading** – The Friends are funding this year’s summer reading program in its entirety.

*Chairperson’s Report*

**Library Response to COVID-19** – J. Geetter remarked that the library has done a magnificent job since the start of COVID-19 and complimented the staff on their virtuosity in adapting services to fit changing needs.

*Director’s Report*

**Library Services during COVID-19** – The library is continually talking about and implementing the expansion of services. For example, puzzles and free curbside printing were recently added. Wi-Fi is always accessible from the parking lot. Additionally, the library is considering lending Chromebooks and evaluating plans to allow onsite technology access.

**Considerations for Reopening Buildings to Public** – Modifications need to be made in order to allow safe building access for the public, including a separate entrance and exit, fitted Plexiglas barriers, and a plentiful supply of masks, gloves, and sanitizer. E. Lane stressed that it’s important for the board to understand the library’s plans and advocate on our behalf. Although libraries are part of the governor’s phase 2 reopening plan, very few libraries are planning to allow building access at this time. Many will begin to offer curbside service for the first time, which BPL has offered since March 17<sup>th</sup>.

**CARES Act Request** – The library has applied for CARES Act funding for Chromebooks and hotspots. We’re currently earmarked to receive funding.

**Child care** – Child care has been a problem during the pandemic. Towns such as Cromwell and East Hartford have considered and/or provided onsite care. One concern about reopening is that the library will become a substitute daycare center.

**Digital Resources and Virtual Programming** – There has been an increase in the use of digital resources such as Kanopy, Hoopla, and Ancestry. Additionally, patrons are becoming more receptive to the library’s virtual programming.

**Summer Reading** – E. Lane asked the board to help get the word out about the library’s all-virtual summer reading program. This year’s offerings will be just as robust as in years past, and feature take home STEM/art projects and storytelling workshop for adults. Next week a summer reading postcard will go out to all households in Bloomfield.

**Appointment Model** – The library is considering using an appointment-based model for technology use. This will allow the library to stay within CDC guidelines.

**School Planning** – M. Ursery discussed some of the challenges facing the schools as they plan for the fall.

**Staffing** – As of June 15<sup>th</sup>, the library will move away from the rotating team approach and return to one team at each location. Some staff will not be returning right now, due to medical reasons. The staff has received a lot of positive feedback from patrons.

**Summer Reading Postcard** – A summer reading postcard will be sent to all Bloomfield household. A program run by the Connecticut Conference of Municipalities paid for the printing of the postcards.

**Slack** – Library staff have been making good use of Slack, the cloud-based project management application.

**Social Justice Committee** – The library has started a social justice committee to help make the library more mindful, intentional, and inclusive.

**CLA Conference** – The Connecticut Library Association’s annual conference was held virtually last week and included a two hour program – “To Fine or not to Fine: that is the Question” – about going fine free. E. Lane was one of the presenters, along with Sam Cook, Systems Librarian for Public Services, Library Connection, Inc. and Rachel Gravel, Head of Borrowing and Technical Services, Simsbury Public Library. E. Lane reminded the board about Bloomfield’s trend of declining library card holders; going fine free could help reverse this trend.

*Old Business* – There was no old business to discuss.

*New Business* – There was no new business to discuss.

*Public Comments*

**Friends’ Donations** – P. Pearson stated that there is no expectation on the part of the Friends that donations will begin being accepted anytime soon.

**On Shelf Holds** – P. Pearson expressed confusion as to the process for pulling on-shelf holds for patrons. E. Lane said that with more staff in the building as of June 15<sup>th</sup>, the pulling of on-shelf holds will happen more regularly.

**October Book Sale** – The Friends have yet to decide on whether or not to hold the October book sale.

**Planning Ahead** – In terms of planning ahead, E. Lane stressed that she intends to move incrementally on the expansion of services. She welcomes the board’s input as the library prepares a plan. E. Lane will send the board a link to the state library’s data on the current status of services for Connecticut libraries. J. Geetter stressed the importance of basing decisions on good information.

**MOTION to accept the minutes of the March 10th, 2020, meeting;** seconded and approved.

**MOTION to adjourn the meeting at 6:34 PM;** seconded and approved.

Respectfully submitted,

Christopher Siloac,  
Technology & Administrative Coordinator