

BASALT REGIONAL LIBRARY BOARD OF TRUSTEES

Special Meeting

Emergency Circumstance to Allow Teleconferencing

MONDAY, April 1, 2020 AT 1:15 PM

COMMUNITY ROOM

14 MIDLAND AVE.

BASALT, CO 81621

A virtual meeting of the Board of Trustees of Basalt Regional Library District was called to order and held on April 1, 2020 at 1:15 PM with the following persons present and acting to conduct business.

Member Attendance:

Becky Musselman - President
Karen Barch - Vice President
Vicki Treece - Treasurer
Enid Ritchy - Secretary
Ryan Anslyn - Trustee
Christi Blish - Trustee

Also Present Were:

Sue Kiley - Director
Kim Clinco - Book Keeper

Citizen Comments:

None

Board Comments:

Upon the recommendation of the Board's attorneys, the BRLD should file a formal Declaration of a Public Health Emergency with both the Eagle and Pitkin counties, as well as, the Department of Local Affairs effective April 1, 2020. Sue declared the library to be in a public health emergency. Karen made a motion to declare the library as a public health emergency. The motion was unanimously passed.

Director's Report: Sue Kiley reported-

- On Monday, the Marketing Department created a timeline and schedule to publicly update library information. The Homepage will continually be updated with current information. Today's update is being reviewed for edits and will be up later today.
- Voicemail will be accessed to homes so that messages and requests will be acted upon in a timely fashion. Staff will be taking turns to monitor and reply to voicemails.
- The Children's Resource page has been updated and will be added to as resources become available.
- A Library newsletter will be sent by email on a regular basis again.
- Adult Resources have also been updated.
- News ads and radio stations are also being updated. Berenice is working with the Spanish station/updates. The library is using all platforms to communicate to the public.
- These updates mentioned above have all been kept within the current budget.
- All libraries in the County are using digital access cards. Patrons up and down the Valley are able to access digital materials from any of the libraries in the Roaring Fork Valley once they have a digital card for that particular library.
- This week Basalt Library highlighted the Census to celebrate Census Week.
- Karen shared that emails sent to a broader list of community members caused us to go over the email budget by \$140. Again, this outreach to the community was to inform members about the digital accesses that are new at the library. If any community member wants to opt out of the emails, they are able to.
- Sue is researching a number of other digital programs that are not available at the library at this time. She is weighing the cost vs usefulness of these programs. They range from music, the arts, cooking, other children's software like "Creative Bug," etc. She is also researching the availability of these programs at libraries in the Valley so as not to duplicate them.

- One of the digital programs Sue is interested in purchasing is the “Freegal” program which allows music to be downloaded and kept.
- All the library employees will be taking tutorials on the new digital resources.
- There will also be tutorials for patrons on the website. If patrons desire help to use digital programs, they will be able to call the library line and leave a message. An appropriate staff member will return the call and help the patron.
- Sue attends State Library meetings virtually that are held twice a week at this time. An example of discussions are: guidelines for handling materials during the coronavirus pandemic.
- The Philosophy Club, Dungeons and Dragons, Drop in Chess, will be moving on line. The Yarn Group used Zoom. The Adult Book Club in collaboration with Bookbinders are planning to move on line.
- Caroline’s preschool read aloud moved on line with 70 views.
- Sue said working online is more work and stressful due to so much uncertainty.
- Schools: Kristin Doyle and Caroline Cares are working with the schools. There are plans for three book clubs online.

Other conversation:

- Christi suggested that it is time to survey patrons to find out what their needs are in regards to the library going digital at this time. Also it is important to communicate that although patrons can not physically use the library, the library is here for the patrons in a digital mode.
- Ryan said there may be more community needs this summer due to the possibility of less travel.
- Discussion regarding those items not budgeted for will probably be offset by the library closure. This will be monitored.
- Karen moved that Sue would be able to spend up to \$5,000 without Board approval on items which relate to the library going completely digital at this time. However any single item over \$1,500 would need Board approval. Ryan seconded the motion. The motion was passed unanimously.
- Vicki wondered if there was a way the libraries could share resources. Sue answered that the access to any of the libraries through digital cards takes care of that.
- The Board asked Sue to tell the staff that we appreciate their creativity and flexibility. They continue to productively serve our patrons. The ongoing work through a virtual mode is a continuation of service.

Executive Session: Becky paused the Board meeting to go into an Executive Session at 2:28 PM.

At 3:35 PM the Special Board Meeting resumed.

The next Special Board Meeting was scheduled for April 15th at 2:00.

Meeting Adjourned: The meeting was adjourned at 3:45 PM. Becky motioned for adjournment and Ryan seconded.

Erin Ritchey 5/18/20