

# **APALACHICOLA'S MARGARET KEY LIBRARY**

Regular Meeting of the Library Advisory Board

Minutes ~ Tuesday, September 22, 2020

## **~ Mission Statement ~**

"The Apalachicola Margaret Key Library contributes to a healthy, vibrant community by helping citizens create and live their best life."

### **Meeting Location:**

Main Lobby of Margaret Key Library with Social Distancing/Masks

**Meeting was called to order at 5:36 p.m. by Sondra Taylor-Furbee, Chairperson**

### **Members Present:**

**Sondra Taylor-Furbee**

Audie Pieper

Jerry Hurley

Trinity Hardy/by phone

Isabel Pateritsas (alternate member)

### **Member(s) Absent:**

Lynn Wilson

### **Ex-Officio Participants:**

Despina George, City Council Member/Interested Citizen

Carrie Kienzle, Library Director

Ginny Griner - Absent

#### **➤ Acceptance of Last Meeting Minutes**

- Motion made by Isabel Pateritsas
- Second by Audie Pieper
- Vote: Unanimous

#### **➤ Financial Report:**

- Sondra Taylor-Furbee and Carrie Kienzle will meet with city financial advisor next Thursday. Sondra will email members with results and information from that meeting.
- Sondra presented preliminary budget to be approved by city.

### **Director's Report:**

- Carrie Kienzle stated that her first official day on payroll would be September 23, 2020.

**Old Business:****➤ Phased reopening:**

- Carrie shared physical changes within the facility to accommodate social distancing.
- With opening masks will be required. Eight people can be on computers within a timed period and four other patrons can be present at a time (this number under review). Physical presence requires a call-ahead appointment.
- Facility and furnishings will be cleaned and sanitized with help paid within current budget.
- Library will officially reopen with above precautions on October 5, 2020 with schedule and extended hours to be determined.
- Plans are in place to reserve one hour daily from 2:30 pm until 3:30 pm for student use only.

**New Business:****➤ State Aid to Libraries Application**

- Last money received totaled \$2,000.00
- Application due October 1, 2020
- Letter sent relating to requirements for local librarian and requesting a waiver for Carrie Kienzle due to her extensive list of credentials and experience. Carrie Kienzle's resume was also sent.

**➤ IT Support**

- Discussed relating to timed use on computers and automatically clearing the history after each user.

**➤ Board Membership Requirements**

- Sondra Taylor-Furbee has discussed with Mayor Begos and will provide updated information after the city/library budget is in place for the coming year.

**Final Public Comment:**

- Discussion initiated by Jerry Hurley concerned the fact that Isabel Pateritsis should not be seated as a voting member until a current board member leaves.

**Adjourn:**

Meeting adjourned at 6:45 pm

**Next Meeting:**

October 20, 2020 at 5:30 pm

**Respectfully Submitted:** Jerry L. Hurley, Secretary