

APPROVED
Grand County Public Library
Minutes for a Special Board of Directors Meeting
May 20, 2020 4:30 pm
Held Virtually on Zoom, Grand County, Utah

In attendance for the May 20, 2020 Grand County Public Library Special Board meeting held virtually via Zoom, were as follows: Jeremy Lynch, Jenna Woodbury, Alanna Simmons-Cameron, Evan Clapper, and Frank Stewart. Also present were Carrie Valdes, Library Director; and Meghan Flynn, Assistant Director (minutes). Jessica Anderson was absent. Kathy McHugh arrived at 4:37 pm.

Jeremy Lynch called the meeting to order at 4:33 pm.

There were no Citizens to be Heard.

The agenda item under New Business was discussion and recommendation of a Grand County Public Library Phased COVID-19 Response Plan to the Grand County Council for review/approval. The plan was sent as part of the meeting's agenda packet. Carrie invited the Board to provide input on the plan. It describes operational parameters for the library under each of the color coded COVID-19 risk levels that have been identified by the Utah Governor's Office. With the Board's review and recommendation, the plan will be forwarded to the Grand County Council for review and potential approval. The County Attorney's Office has also reviewed the response plan and recommends it be put into action.

Kathy joined the virtual meeting at 4:37 pm.

Carrie stated that the primary difference between the plan's Orange and Yellow Phases is that the public will be allowed into the library building when Grand County is moved to the Yellow risk level. She noted that the plan's mask requirement may be controversial. During the Yellow Phase of the plan, there will also be a limit to the number of people allowed inside the building at one time, school age children will need to be accompanied by an adult, and short computer sessions will only be accessible to adults. The plan has been written with safety as a top priority.

Library staff have successfully been providing numerous library services to the public during the current Orange Phase including: curbside pick-up of library materials, curbside pick-up of kids café meals, online programs, an increase in technology available for checkout, and a boosted outdoor wifi signal. The response plan is designed to continue providing library services safely and successfully under the various risk levels that will be designated by the Governor's Office.

Discussion followed. Jenna asked how the library's size will be used to determine the maximum number of people allowed inside at one time. Carrie replied that the library is approximately 15,000 square feet in total, but only the building's public areas (approximately 10,000 sq. ft.) were considered when determining the limit of people inside at one time. Jenna also asked how appointments for computer use will work. Carrie replied that patron computers will be managed so that staff can direct people to a sanitized work station rather than the walk-up computer access the library was able to offer pre-pandemic.

Frank inquired about plans to communicate the new parameters to the public. Discussion followed regarding the use of signage in and around the library.

Jeremy asked how library staff members are feeling about the plan. Carrie stated that the changes COVID-19 has necessitated have been challenging for all, but having a library response plan in place will help guide staff through the new environment. Jeremy also asked if the library will have the authority to close again if a COVID exposure is known to have occurred the building. Carrie replied that there has been some discussion with the County Attorney regarding the addition of text to the plan stating that if a staff member tests positive, the library must be closed to the public until all other staff test negative. There will likely need to be some assistance from the Southeast Utah Health Department if such an incident occurs.

More discussion followed regarding the library's HVAC system and air flow through the building. Carrie noted that filters in all of the building's HVAC units were recently changed.

Evan asked if there was a mandate that the library building be re-opened to the public. Carrie stated that there has been no formal mandate, but the governor's state-wide response plan indicates a slow return to in-person public services once the state designates lower risk levels. If the community is at a Yellow level, it will be difficult to justify a lack of in-person service to taxpayers. The County Attorney has reviewed case law that supports a face mask requirement in public buildings. Current science has suggested that for limited amounts of time, limited numbers of people can safely share indoor public space if face coverings are worn. More discussion followed.

Alanna noted that conflict management skills, clear signage, plans for high risk staff members, and free masks for library users will be very helpful once in-person service resumes. She also asked if changes in funding have resulted in any staffing reductions. Carrie responded that some library staff are currently on furlough. It is anticipated that the majority of furloughed staff will return when library services are increased. Hours may be reduced due to budget constraints.

The library's proposed COVID-19 response plan is written to serve as a procedure that sets forth patron behavior expectations. The document should be helpful and enforceable in conflict management situations. The Grand County Travel Council has arranged for a large amount of free-to-distribute face masks. They will be sharing some with the library so that free face masks will be available in the building. Once Grand County is moved to the Yellow risk level it will take library staff some time to prepare for the shift in services. More discussion followed.

Evan made a motion to recommend the Phased COVID-19 Response Plan to the Grand County Council for approval. Jenna seconded the motion and it passed unanimously.

The Board moved on to the Director's Report. Carrie informed the Board that the library will launch an online summer reading program for all ages at the beginning of June.

The Board noted that a future agenda item should include interviews with any applicants for the currently vacant Library Board seat.

A closed session was not needed. Jeremy adjourned the meeting at 5:15 pm.