

**VILLAGE OF NORTH PALM BEACH
LIBRARY ADVISORY BOARD MEETING MINUTES
JUNE 23, 2020**

NOTE: Due to the Covid-19 pandemic this meeting was held via ZOOM.

CALL TO ORDER

Chairperson Christine DelGuzzi called the meeting to order at 7:01 PM.

ROLL CALL

Present : Zakariya Sherman, Library Director
Christine DelGuzzi, Chairperson
Phyllis Wissner, Vice Chairperson
Bonnie Jenkins, Secretary
Carolyn Kost, Member
Brad Avakian, Member
Tina Chippas, Member
Leslie Metz, Member

APPROVAL OF MINUTES

Minutes for the May 26, 2020, meeting were approved after a motion made by Phyllis Wissner and seconded by Tina Chippas.

LIBRARIAN'S REPORT

Director Zak Sherman reported the following:

- **Covid-19 impact:**
 - The Library opened to the public on June 1, 2020, Monday thru Friday.
 - Curbside pickup continued for the first week, but by June 8th ceased with all patrons coming inside. It is still available for those who request it.
 - Library is maintaining two bins for returns (which are quarantined for 3 days) and bins for donations (which are also quarantined).
 - Most patrons are wearing masks; one is provided to those who don't have one; if mask are made mandatory, signage will change.
 - Many thank you notes and compliments regarding continuity of service have been received.
 - Sneeze guards in place throughout Library.
 - Donations have been received in memory of Jeanne Saunders (retired teacher from NPB Elementary) and Jim Martin (library patron) who have recently passed away.
- **Friends of the Library (FOL) Update:**
 - This has been a record fundraising year - \$25,000 donation has been allocated for the Library.
 - This is earmarked for new upstairs furniture;
 - Speaker series for adults.
 - Daily sales of FOL books has averaged around \$40.00 since reopening.
- **Upcoming Plans:**
 - Add seating (one chair per table)
 - Checkouts downstairs
 - Reopen computer lab

- **Facilities:**
 - Computer replacement continued (since September, all are new.) Will now implement time limits;
 - IT upgrading software to Office 2016 version;
 - Meeting room policies will be finalized before end of FY20 to include charging for use of rooms for workshops, non-library related meetings;
- **Youth Services:**
 - Parks and Rec summer camp attendees visit library, mostly on rainy days;
- **Adult programs:**
 - None occurred during this time, will be resumed slowly.
- **Statistics:**
 - E-Book and E-Audio Circulation numbers continued to rise during the shut-down.
 - Cloud Library has been very popular.

OLD BUSINESS

Due to Covid-19, (re)appointments to Boards have been delayed. Election of officers is also behind and will occur when Council has acted.

NEW BUSINESS

There was none.

QUESTIONS AND ANSWERS

President DelGuzzi inquired when in-person meetings might restart. Director Sherman will check with Village Manager.

ADJOURNMENT

A motion to adjourn the meeting was made by Phyllis Wissner and seconded by Tina Chippas. The meeting was adjourned at 7:30 PM.

The next meeting will be Tuesday, July 28, 2020 at 7:00pm

Respectfully submitted by Bonnie Jenkins