



**VILLAGE OF NORTH PALM BEACH  
LIBRARY ADVISORY BOARD MEETING MINUTES  
JULY 28, 2020**

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

**I. CALL TO ORDER**

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

**II. ROLL CALL**

Present:

Zakariya Sherman, Library Director  
Christine DelGuzzi, Chairperson  
Phyllis Wissner, Vice Chairperson  
Carolyn Kost, Member  
Brad Avakian, Member  
Tina Chippas, Member  
Leslie Metz, Member  
Darryl Aubrey, Council Member  
Patty Sullivan, Friends of the Library

**III. APPROVAL OF MINUTES**

Minutes for the June 23, 2020 meeting were approved after a motion made by Carolyn Kost and seconded by Tina Chippas.

**IV. LIBRARIAN'S REPORT**

Director Zak Sherman reported the following:

- A review of current COVID-19 impacts was given, which included continued shortened hours of operation, 3-day quarantining of materials prior to release, newspaper usage, and increased print/media circulation in June. Six staff members remain on temporary lay-off.
- The public printer will be having a software upgrade to incorporate wireless printing. This will allow users to direct their printing from a mobile phone or home device to the Library printer.
- Five new safety glass doors have been installed downstairs, which have opened up the space and allowed patrons to view the rooms' activities.
- A subscription to a new language app, Mango, has been purchased by the library for roughly \$1500/year. Mango is being reviewed as a potential replacement for the current Rosetta Stone subscription, which is \$7000/year. The attributes of Mango were discussed, as well as the detractions of Rosetta Stone.

- The Friends of the Library presented a \$25,000 donation to the Library in June; this check presentation, which is usually done in March, had been postponed due to the pandemic. Next year's donation is expected to be leaner, again due to COVID-19.
- In Youth Services, the teen volunteer rules during the pandemic were reviewed. Only two volunteers per day are allowed with strict controls on age, hours, mask and glove usage, and other rules. Three volunteers have signed up thus far.
- The new Meeting Room Policy was presented for review. This is a totally new policy that has been vetted through the Village attorney and includes disclaimers. A handout will be given to groups renting the meeting room with pricing and rules for use and allows for groups to charge attendees if they so wish. Some groups that have reciprocal agreements with the Library, such as the Photography Club, will not be charged for room usage. The finalized copy will be presented at the August meeting, and will go into effect on October 1<sup>st</sup>, 2020.
- In the current circulation statistics, the electronic circulation has nearly doubled for all categories, in all likelihood due to pandemic quarantining.

**V. OLD BUSINESS**

Due to Covid-19, (re)appointments to Boards continue to be delayed.  
There was no other old business to report.

**VI. NEW BUSINESS**

There was none.

**VII. QUESTIONS AND ANSWERS**

There was discussion regarding virtual book discussions, which will begin testing in three weeks for an expected September/October rollout. Also being considered are a virtual craft program, and story time via Facebook Live.

**VIII. ADJOURNMENT**

A motion to adjourn the meeting was made by Carolyn Kost and seconded by Phyllis Wissner. The meeting was adjourned at 7:29 PM.

The next meeting will be held on **Tuesday, August 25, 2020 at 7:00 pm** via Zoom.

Respectfully submitted by Christine DeGuzzi on August 11, 2020.