

Bethlehem Public Library Board of Trustees
virtual meeting transcription
Sept 15, 2020
6:00pm

Attending Present:
Mark Kissinger, President
Michelle Walsh, Vice President
Lisa Scoons, UHLS Liaison
Harmeet Narang
Mary Redmond
Charmaine Wijeyesinghe
Sharon Whiting, Library Treasurer

Geoffrey Kirkpatrick, Library Director
Kristen Roberts, Recording Secretary

Excused:
Caroline Brancatella, Secretary

Guests:
Chris McGinty, Assistant Director
Catherine Stollar Peters, Assistant Director
Tracey McShane, Personnel Administrator
Tanya Choppy, Accounts Clerk

M. Kissinger 2:02 Okay, so I like to call the the September 14th board of trustees meeting to order. Geoff, is there any public participation?
G. Kirkpatrick Let me check really quickly, but there was not a few minutes ago and there continues to be no messages for public participation.
M. Kissinger Okay, great so we'll move to the approval of the previous meeting minutes pages two through eight in the agenda. Anyone with question on those minutes?
M. Walsh I'll make a motion to approve the minutes.
C. Wijeyesinghe Second
M. Walsh Previously.
C. Wijeyesinghe Sorry Michelle
M. Walsh That's okay.
C. Wijeyesinghe I'll second.
M. Kissinger Great, any uh discussion on that motion? All in favor please signify by raising your hand on the video. Great. Okay, any opposed abstentions?

Okay that motion carries. Uh, We'll go right into the financial report on pages 9 through 14.

G. Kirkpatrick Okay, well I'm gonna start off here really quickly then I will hand you over for an introduction to um Sharon Whiting is uh welcome to uh the board of trustees. Uh Sharon thank you, she's the new library treasurer um, many of you have met her already but uh you know and this is the first virtual meeting so um welcome welcome to the board of trustees.

S. Whiting Thank you. It's a pleasure to be here.

G. Kirkpatrick Excellent, great so we thought we would just uh because this is her first uh her first meeting we'll just run through a quick treasurers update and then I just have, there's one action required but there's just one uh one item that I'll bring to your special attention. But um this past month there was no particular um unusual action you can see. The warrant has been presented to the board of trustees and we are in about on track where we should be uh for the current fiscal year. From a macroscale um, you know a lot of the the personnel costs are right right where you would expect them to be. You know those costs are pretty regular. We do continue to shift um dollars from the physical materials to e-materials as we balance the circulation, physical circulation with um with e-circulation so.

M. Kissinger Okay. Great.

G. Kirkpatrick Just need a motion on the financial report so we can approve the warrant and pay the bills.

M. Redmond I make a motion to approve the financial report as um included in the board package and um particularly approving the disbursement summary on page 11.

C. Wijeyesinghe Okay, I'll second it.

M. Kissinger Okay great we have a motion and a second. Any discussion on the report? Hearing none, I'll move to a vote uh all those in uh in favor of the motion please signify by raising your hand. Any uh opposed or in abstention. Okay, motion is carried.

G. Kirkpatrick
5:09 Thank you so the only the next thing um to talk about here is just uh something to direct your attention to. We did receive the final 10 percent of the New York State Library Construction grant money and that was received into the H fund and as per our pre-approved um set of procedures, we'll move that from we'll receive it inot the H fund this is where the pro the fund where the project happens, we will accept that into there and then move the money back into the A fund where it can be made available to the Board of Trustees.

M. Kissinger That's great, so that that closes out the um the project that element of the project.

G. Kirkpatrick Ye, the fine that's the sort of from the financial standpoint, the project

would be at this point considered complete. So we've made the final report to the division of library development that was necessary. I had to make that report um in order to get the final 10 percent of that and that was the last piece that was outstanding as far as that's concerned.

M. Kissinger

Great.

C. Wijeyesinghe

Can I ask a question about that? But that's about the hvac project, is that correct?

G. Kirkpatrick

That's correct.

C. Wijeyesinghe

Is there anything that you want to talk, I don't know if it's relevant or not to the public since they may or may not be watching or they may watch later on about how that system is there any relevance to the covid situation or does it assist in that situation or..

G. Kirkpatrick

A little bit. it's really interesting we did have um some initial concerns because the the the airflow requirements for outside air. For hvac systems significantly changed from the time when the original system was put in the 80s and then this system was put in. So what we were experiencing when we first came back in the building were high airflow amounts and in some cases they were blowing on people and we had to direct some veins. It took a while, this seems kind of simple but it took a while for us to get to the um to get to the conclusion of that as far as the airflow amounts and still even in the community room we had some complaints about the amount of air that was in there because you could hear it and it was causing some noise where people couldn't hear speakers in the community room as well as they would be able to. That all seemed like a serious negative a year and a half ago but right now having um a large amount of outside air flowing into the building is a fantastic thing.

Right so um you would want that um the more fresh air turnover you have even though it's not the most efficient um thing because you have to heat and cool fresh outside air that's coming in. It is a good thing to have more of more outside air in that project so it's kind of an unintended consequence that turned out to be really quite good for us. Um you know there are some other humidity issues that have to deal with the community room and the board room where we addressed that this summer with um by running some uh just portable dehumidification units and that seemed to help mitigate um those situations but you know the the temperature control and comfort is fresh air took precedence over that in the way the system was designed and that seemed like a negative but in fact turned out to be a positive so

C. Wijeyesinghe

Thank um thank you I know you may have covered some of that in previous meetings but I appreciate it again in case someone's just

watching this tape. I think there's also a delay on my end here with my internet but

G. Kirkpatrick Are you are you having an audio delay or just uh just a video delay?

C. Wijeyesinghe I think it is just a video delay.

G. Kirkpatrick It's okay you know as long as we can hear each other I think that's the most important thing.

M. Redmond I just want to mention too at this point um while this closes the project out financially there's one other thing that I've asked Sherry to do and to give a report to the board and to just make some final notes for the file about this project. She's going to go back and work with Tanya and Geoff and pick their brain and really do a summary of all the costs for the project and all the revenue so we have that memorialized in one place. I mean even what we get from DASNY that doesn't have all the design costs so what we want to do is have everything summarized as best we can put it together in one place. You know it's not a priority the audit would certainly come first but um I would say within the next few months I'm hoping Sherry can get to it and um we can have something put together to give and I think for somebody like Charmaine it would be interesting to see what what we how much the project cost and how much we got in grants and our net expense so it will be a good process.

S. Whiting Right, yeah, that's definitely on my agenda to work on.

M. Redmond Thanks Sherry.

M. Kissinger That's great.

G. Kirkpatrick And so one uh other last little tiny piece uh just happened today that we had received the first uh four hundred thousand dollars about from the school district for tax payments for the current year.

C. Wijeyesinghe Oh good.

G. Kirkpatrick So the the you know those aren't due they're due soon but they're they're already starting to get their payments in so those are that was the first transfer happened so that's that's always good.

C. Wijeyesinghe Good.

M. Kissinger That's always good, yep, Excellent, great.

10:01 Okay, um so moving on to the personnel report, Geoff.

G. Kirkpatrick Yes, so okay, yep, {laughs} there's a lot going on.

M. Kissinger Yeah

G. Kirkpatrick So I will do my best um to summarize this for you. And um so on the action we'll start with the actions requested. So actions requested are um three positions, two part-time library clerks and one part-time library

page um the hours 15.98 and 11.67 are there under the actions requested and um as are the the the initial starting cost for those positions. So I'm requesting that we um are able to fill those positions. If the board can authorize me to move forward with filling those positions however I may not be filling them rapidly. We're gonna we're going to monitor how many hours we're open to the public, how many positions we need, we may hold off on the page position. Um the part-time clerk one of the uh the one in circulation which is the evening position would be the first one that I would fill of these um because we're then light on coverage for some of our evenings so we'll um we'll be monitoring this as we move forward. And we go through the reopening process in the library so we won't be filling these quickly but I want to put them out there these are the positions that are um were were vacated in the past in the past month.

M. Walsh Um Geoff, I have a question you mentioned in your director's report for the potential need for a part time person to possibly transcribe board meeting

G. Kirkpatrick Right

M. Walsh and i'm just wondering do and would any of these positions fulfill that need or that's something entirely on its own?

G. Kirkpatrick It's kind of I don't I don't yeah I'm not looking to create a new position to have someone make transcriptions for the board meetings. It was just uh we have a couple different options for how we want to go about to do this I just wanted you to know that we were this is um this is quite a bit of work and we were filling it by having the people who were working from home. But of course as fewer people are working from home and we're in the library doing the library work there's less of that kind of extra time for us to be able to doing tasks like this. So I think what I would like to do is um just add some hours for people who are willing so you know people who are willing to pick up some extra hours to transcribe those meetings um I just I think that's the most reasonable and economical way for us to do that um moving forward and uh the some of these of course uh the not the not the page position but two clerk positions could could be someone who was interested in in doing those hours too so that might that might be the case but i still think we could get it done if we don't have these filled right away. Does that make sense?

M. Walsh Ok Great.

M. Redmond I'm sorry I have a question. I'm I'm missing something here.

G. Kirkpatrick Yeah

M. Redmond When we are not doing zoom meetings and our old way of doing business our meetings were not videoed.

G. Kirkpatrick That's correct.

M. Redmond And we had no word-for-word transcription of those meetings.

G. Kirkpatrick That's correct.

M. Redmond So now we have it on video and we have to transcribe it what am I missing?

G. Kirkpatrick No you're not missing anything that's part of the executive order that came from the governor that that the amendments to the open meeting law that allow us to conduct business in this way. Normally we are not allowed to conduct business over um video conference so uh part of the uh deal to allow us to conduct business like this is that we at the same time create a word-for-word transcription of the video. Um you know and that's that's uh that's a good thing to do from uh sort of an accessibility standpoint for people who uh can't hear or cannot you know watch the video you can watch but if you can't hear then it's a way for you to um be able to access that meeting and and make it searchable. But it is uh is a requirement the other thing that we could do that many libraries are doing is that they are accepting the youtube transcription which is imperfect

M. Kissinger Yeah.

G. Kirkpatrick But is there so some libraries are just allowing a google through youtube to transcribe uh you know do a word to text transcription it's not great which is why we chose not to do that if you're gonna have to have a transcription we might as well have a transcription that is accurate. So we um you know we use that as our face we start from there and then the staff listens to the meeting and then and then fixes it and makes them mean they're they're very good at getting the getting the language into the transcription so as long as we're conducting business this way we have to have some sort of transcript.

So our three options were somehow shared about the people who are still doing occasional shifts at home add some additional hours to the part-time staff for those people who might be looking for extra hours and they're certainly people that are there that might be and then um and or just go with the youtube um auto transcription.

M. Redmond Okay thanks.

- C. Wijeyesinghe (15:02) I I actually was gonna ask, again as a new person, when we keep talking about transcription I didn't know what that meant because I know we have the minutes, um I will say as someone who had interviews transcribed for data it is a--um I don't know how your staff are, but it's it's extremely time consuming and if you're paying by the hour it can-- I I'm not my mind training the staff but it can it's not insignificant in terms of costs I just want the board to know that, I suspect that that's true also of the library transcription.
- G. Kirkpatrick: Yeah, I mean if if we're doing um you know [unintelligible] the transcription hours are and and you know Catherine can probably chime in here uh better than I can, um we may be talking six or seven hours a week-- uh or six or seven hours per meeting-- and so we transcribed-- the meetings we're transcribing are: the board meeting and then when we have a Long-Range Plan meeting, that is a public meeting that's also over Zoom, um we're transcribing those those two those two sets of um— we're transcribing those meetings.
- C. Peters: Right, I think you would think about it as a ratio of one hour of speaking time to three to four hours of transcription time.
- G. Kirkpatrick: Thank you. So yeah, there's a direct cost there um, no doubt about it, but it's it's the deal we make to be able to conduct business that this way and not in the parking lot of the library or or trying to have a meeting yet in the library.
- M. Walsh: Well while the automatic um transcription is imperfect, is it passable? Is it-- can you read it, could you understand what it's-- is it good enough?
- G. Kirkpatrick: That-- you're right on it, that's that is exactly the question: is it good enough for what-- So I think it is technically compliant if it's if it's and if technically compliant is uh good enough, then then that would be a way we can absolutely go. If that's not good enough, then we need to-- you know we've had this sort of, I don't want to say excess of labor, but we certainly had people who were able to spend some time working on this um and it was a good job for some folks to be able to do remotely who might have had a challenge doing some remote work so um but as that ends, as we're in the building, that labor pool is disappearing.
- M. Walsh: Is it possible, Geoff, to get a copy of what YouTube puts out?
- G. Kirkpatrick: I bet we can do that. Now we'll we'll get that for this; if we want to hold on-- there's no emergency, right, there's no time frame um super time time frame on this so if you'd like, I will um-- we will get that that YouTube procurement will procure-- oh sorry-- I'll get that YouTube transcription and I'll send it out to everybody and you can take a look at it

and tell me what you think.

M. Walsh:

Great.

C. Peters:

You know what you could do, you could send out the what was automatically generated from the last board meeting compared to what um the Circ Clerks did uh which assigns speakers, which is what's missing from the YouTube transcription, and then you know, clearing up any things... so, you could you could look at the results of both; Geoff could get that to you tomorrow, and then you can decide you know what's worth it.

G. Kirkpatrick:

Great, thanks. Thank you, Catherine.

M. Redmond:

So are we talking about-- we don't know how we're going to handle the minutes or the transcription for this meeting or we're going to do this meeting with transcriptions and discuss it again next month?

G. Kirkpatrick:

I think um I will-- I was planning to go ahead and do the transcription for this meeting,

M. Redmond:

--I agree [crosstalk]

G. Kirkpatrick:

and then, um you know, if you want to make that decision before the next meeting, we can kind of roll into that—the thing is we can make that decision at the meeting,

M. Redmond:

--okay

G. Kirkpatrick:

because it takes place after the meeting so it's a it's a nice easy thing to decide so,

M. Kissinger:

--sounds good

G. Kirkpatrick:

You take a look at it, let me know if it's acceptable and we'll, you know, we can discuss it no problem.

M. Kissinger:

Okay, so we got to get back to the personnel report though. You're just asking for three positions?

G. Kirkpatrick:

That's correct.

M. Kissinger:

Okay

G. Kirkpatrick:

just seeking permission to fill these three part-time positions

M. Kissinger:

and and um we understood it it's not an immediate fill situation except for maybe one um so I guess I would say, do I have a motion on those three positions?

M. Redmond:

I have one other thing before we-- before we act on this report: I want to point out that I want to clarify for the record the Library Treasurer where it says up to twelve hours a week, it is an average twelve hours a week which is different than the statement of up to twelve hours a week; it's an average of 12 hours a week per year,

G. Kirkpatrick:

--We'll fix that

M. Redmond: so I want to make sure that that, I don't think anybody is going to dispute that, but I think it should be clear in this report.

G. Kirkpatrick: We'll fix it and update that.

M. Kissinger: It's a good point; yep, I think that was the understanding always so...

C. Wijeyesinghe: I have a one other question, um just to reiterate or to um repeat, the three positions you were asking for were already were included in the budget that was passed and adopted?

G. Kirkpatrick: Absolutely, yes, uh so if we we ever get to the position where um I am at seeking to create anything that's not just a straight backfill, which is what what I would be seeking for these: an hour for hour straight backfill of positions; it's a much bigger discussion, you know, when we talk about creating something that's not budgeted for and and um more often it would be sometimes we'll take a couple part-time positions and smooch them into a full time or take a full-time position and break it up into a couple different part-time positions but they still try to keep that budget neutral and if that if I wasn't to be budget neutral, you would absolutely be hearing that in red lines from me so...

C. Wijeyesinghe: Um, thank you.

G. Kirkpatrick: You bet.

H. Narang: Geoff, any common theme with the three retirements? [crosstalk]

G. Kirkpatrick: Hold on. What's that, Harmeet?

H. Narang: Sorry, any common theme with the three separations? Three seems like a lot in a one-month period.

G. Kirkpatrick: Oh no, uh the library page-- it's time for library pages to go on, uh people who are students go on with their lives in August, right, that's time for them to launch and move forward with the rest of their lives. We had uh one of them was uh promoted but moved to the library IT, the library IT clerk full time that we filled that—she's working out great in that position so that's one of them and the other one had a full-time job, um a really good full-time job someplace else, and uh didn't it was no longer in need of the part-time position so so no, I would say... My short answer should have been, no, not really a common theme.

H. Narang: No, no problems. All right, thanks.

M. Redmond: I make a motion to accept the personnel report as presented within the board packet.

L. Scoons: I'll second.

M. Kissinger: Okay, thanks, uh any discussions on the personnel report-- further discussion on the personal report? Okay hearing none, all those in favor please signify by raising your hand. Any opposed? Extensions? Okay, motion carries. Okay, Geoff, you're on for director's report.

- G. Kirkpatrick: Okay so I'll try to, in the interest of a short meeting, we had a lot of good stuff happen this month though and I want to pack it all in there; so one of the things I do not have a full proposal for you yet um but I just wanted to let you be aware I am seeking um bids for some sort of awning-like structure that would come out from the um come out from the the garage and create a space under there where we could continue to do curbside into the fall and winter.
- uh there's a very slick area: we've got grip tape down there right now, we've got a bunch of um mats, uh rubber mats, on the inside of the garage; it's just not a place that was designed to have that many people running through it and have the garage door open, have rain coming in all the time which is what we've had a lot this summer so um that rain—that little bit of rain and the slickness that happened with that—led us uh quickly to realize that when it's icy that's going to be a pretty dangerous thing to be,
- M. Kissinger: --yeah
- G. Kirkpatrick: um to be doing but I still think that curbside is likely to have to need to continue to be a major service that the library is providing um in the coming months, I don't think the expectation is from our community that that we get to stop curbside pickups so um there are uh, you know, uh aluminum awning structures and there are also some fabric awning structures; um both of them I'm kind of pursuing both of them at the same time and I expect to have a firm proposal to put in front you, I just wanted to let you know that this is a thing that we are thinking about actively and um you know, even if we could only have two spaces at the end of that as um you know open the [cuts out]—let's say, the numbers are continue to be low, everything's great, we open up the library more for browsing, I still think there's going to be some people that expect us to be doing curbside pickup and you know we need to have a safe way to do that.
- We've kind of been lucky with the months um for doing this because the weather has been decent but I think we need to be planning for the planning for the winter as things get darker so...
- C. Wijeyesinghe: so I I have a-- I have a question on that.
- G. Kirkpatrick: Sure
- C. Wijeyesinghe: That's mine, sorry, I'm gonna mute myself for a second, I think.
- M. Kissinger: so, Geoff, I'll ask a question in the interim: are you talking about having sides to the awning or just an overhang?
- G. Kirkpatrick: Mostly we're talking about an overhang, uh you know, the the more the

sides there are, the more inside it is which is kind of um you know—and that's a walkway, so I don't know how we would manage that uh ideally

M. Kissinger: --Some sort of windbreaker or something or whatever but

G. Kirkpatrick: It be nice, and it maybe, I I wouldn't think to do that uh if we were to move forward with like an aluminum awning, you know we have a—we have a kind of a little mini version of that over the staff entrance right now; if we were to move forward with something like that then probably the sides would be more temporary. If there was a fabric thing, we might be able to put up some of them- it'll look like a wedding tent, you know with the with the fabricy sides with the,

M. Kissinger: --yeah

G. Kirkpatrick: clear plastic maybe we could do something like that. You know it's less about. Yeah?

C. Wijeyesinghe: So... I'm sorry. So my questions were: Were those the pictures you sent in the board packet?

G. Kirkpatrick: They are, they're in the board packet. I just wanted to set the idea when I-- and that's that's the one the one methodology would be some sort of aluminum, much more permanent structure and the other one would create, you know, you'd see the tube frame structure and then some kind of fabric that would go out um over that and and be...

C. Wijeyesinghe: (25:02) And then my other question was, and I think you partially answered it, was you talked um if you went out to bid for that and you mentioned that going out for bids—is there a policy on how to um how the library bids and accepts bids?

G. Kirkpatrick: There is, so that's on our purchasing policy and it has to do with the amounts um—

C. Wijeyesinghe: Okay great.

G. Kirkpatrick: —So it's it's about a ju—would just—that's it, it it would be the the cost of that would be exactly um because I don't think—I don't imagine that any structure like this is on state contract where it's been in a pre-bid situation and we can just go go forward without bid, but um, but it depends on the cost, it may be more of a quote situation or it may be a bid situation if it goes over the—

C. Wijeyesinghe: Sure.

G. Kirkpatrick: —goes over the limit.

C. Wijeyesinghe: Great. Um thank you.

G. Kirkpatrick: You bet.

M. Walsh: Do you—

G. Kirkpatrick: So—

M. Walsh: —need a vote from us [G. Kirkpatrick is replying with audio cut out] on [M. Walsh's audio cuts out]

G. Kirkpatrick: I don't think so, I—'cause I don't really have anything I just have the one—I have the one bid, I have the one quote, it's not a bid, I have the one quote from from one vendor I think, you know, the price seems semi-reasonable to me, but um I just wanted to be ta—I wanted to have a quick conversation with you so you weren't surprised by this next month if I come back with a proposal for something, I want you to say, you know, to know we're thinking about how we're gonna to be providing the services that we need to be providing; it's a little bit like trying to throw the football down the field where I don't know where the runner's going so um—

M. Kissinger: Right.

G. Kirkpatrick: —you know, we're trying to guess where we'll be in November and December but where I don't want to be is not having thought about it at all—

M. Kissinger: Right.

G. Kirkpatrick: —and having staff people running out in a snowstorm and have that be um um, you know, just uh just uh unworkable, you know, and—

M. Kissinger: Yeah you might want to look at heaters too, actually.

G. Kirkpatrick: Yep [M. Kissinger acknowledges] you got it, you know, and Kevin was looking at um the heaters that throw heat across the ground—

M. Kissinger: Okay.

G. Kirkpatrick: —and might be able to stick inside the garage and then shoot out there—

M. Kissinger: Okay.

G. Kirkpatrick: —and it's not you know necessarily going to be it's we're not looking to create workspace outside—

M. Kissinger: Right.

G. Kirkpatrick: —we're just looking to create a space that's safe—

M. Kissinger: Right.

G. Kirkpatrick: —for people to both be walking up and and for the staff to be out there, so.

M. Kissinger: Yeah.

G. Kirkpatrick: So.

M. Redmond: So Geoff am I understanding that you do not think you will need to make

any moves before the next meeting what I'm what I'm getting at is, is there anything that you think you may need us to give you pre-approval up to a certain dollar amount to do something.

G. Kirkpatrick: That's interesting...

M. Kissinger: [Unintelligible]

M. Redmond: 'Cause that's going to be mid-October before—

G. Kirkpatrick: Yeah.

M. Redmond: —we meet again.

M. Kissinger: Right.

M. Redmond: [?] and then five weeks out from there, so.

M. Kissinger: Yeah.

G. Kirkpatrick: Um I I guess um I'm I'm uncomfortable because it's a single vendor right now I, you know, we just have one price uh...

M. Kissinger: Yeah.

G. Kirkpatrick: ...from one vendor I really um we if we if the board declares it to be an emergency we can move that's also in our our purchasing policy we can move forward with a little bit more expeditiously um but I would definitely come back to all of you before we would, um do that. So I think we can can can do that if if I wanted to get a sense mostly at this meeting whether this was something that you thought was, you know, I—if there were any major objections to my thinking on this or if you uh, you know, thought were thinking differently about the way the fall is gonna work.

M. Redmond: I think we're in—I'm in agreement that [G. Kirkpatrick acknowledges] to move forward with this so I guess you would get quotes or bids and then let's let's say you did them, got three or four quotes or bids, you had somebody—

G. Kirkpatrick: Right.

M. Redmond: —10 days from now you wanted to move forward with.

G. Kirkpatrick: Okay. Um.

M. Kissinger: Yeah.

M. Redmond: Would there be a dollar threshold where we should talk now about saying we would give you authority to move up to x dollar amount because you're you're limited what you can commit to, right?

G. Kirkpatrick: Absolutely this is well over my limit so the the one bid the one quote I haven't—just want to be precise—the quote that I have is is about um ten thousand three hundred dollars—

C. Wijeyesinghe: [Unintelligible]

G. Kirkpatrick: —so...yep.

C. Wijeyesinghe: Do you ever call like meetings in between meetings and as long as you have quorum people can approve it? I I don't again I'm being new I don't understand so we could either approve it now or say I've got the bids um and I want people to review them and if you have a quorum people can I I don't know can you call a meeting to approve that if you needed to, or should we do it now?

G. Kirkpatrick: I think it's it's certainly possible for us to do that that is not I don't think that's necessary, maybe not the corporate culture, is that the best way I could say that? [M. Kissinger acknowledges] that tends not to be the way the board operates but um but there's no reason we couldn't do that [M. Kissinger acknowledges] to approve something specific we've rarely come up with something that that much of an emergency but [C. Wijeyesinghe acknowledges] um I don't anticipate this project going at all over about fifteen thousand dollars, that would be um the absolute outer limit um on that, so that's—if you if you wanna move forward the vote to approve up to that then that's okay with me um I can also...

H. Narang: Uh Geoff the the 10,000 estimate you had was for aluminum or fabric?

G. Kirkpatrick: That's that's for the—no, that's an aluminum uh built built structure, so.

H. Narang: Okay. That that would be my my prime path I'd think given snow and ice and everything else we gotta deal with.

G. Kirkpatrick: Yes.

M. Kissinger: Yeah.

M. Redmond: [Crosstalk] Maybe we could maybe we could give Geoff authority to proceed up to a certain dollar amount, maybe fifteen thousand dollars as long as he just, you know, sends us all a copy of it and we could look at it but we would or, you know, he would share the information and share the bids with us but we wouldn't have to come back for a special meeting which I thought part of the reason we didn't do that was because we're supposed to give the public two or three days' notice before we have that special meeting—

G. Kirkpatrick: Yep.

M. Redmond: —so we could give you the intent and just say, just share the quotes with us and and let us know but we will, you know, unless you hear back from us we've already given you we've already given you the go ahead.

G. Kirkpatrick: Okay.

C. Wijeyesinghe: Can I ask you a question: that ten thousand does that include installation, is that just the product?

G. Kirkpatrick: No, it's the installation, it's the installation and the and the product.

C. Wijeyesinghe: So why would we I I I I've I am fine in approving uh up to a certain [?] but why would [?] approve 15,000 when [crosstalk] I because I know I understand that you might get a different bid or et cetera but—

G. Kirkpatrick: Right.

C. Wijeyesinghe: —um so explain to me why it's 15 and not something lower.

G. Kirkpatrick: We're just trying to figure out—
(31:03)

M. Redmond: 'Cause you don't always go with the lowest bidder.

G. Kirkpatrick: Yeah.

M. Kissinger: Right.

G. Kirkpatrick: We're trying to figure out what I'm what what would be the absolute outside cost before I before I put the brakes on the whole thing and said [?] well this is getting way out of side of the scale of what we're talking about and we'll come back and have a more major discussion about it, I guess that's why I I said that. If it was 13 or 12 um, you know, there's always there always could be a little bit of difference and we we don't have our quotes back from those other vendors and that's—getting these quotes has been one of the biggest challenges that we faced, is getting someone to actually come, even the one that I have it's an estimate based on, 'oh we have to come and do our final measurements but we're only really going to do that if we know you're moving forward with us.'

C. Wijeyesinghe: Got it.

G. Kirkpatrick: I mean it's really interesting I think there's a lot of work right now for certain types of construction industry just getting people to come to us has been quite a challenge.

C. Wijeyesinghe: So so that was a rough estimate not a bid?

G. Kirkpatrick: It's uh yeah.

C. Wijeyesinghe: And that's why you need a little bit more flexibility in terms of the—

G. Kirkpatrick: You got it.

C. Wijeyesinghe: —amount [?].

G. Kirkpatrick: Yep. [C. Wijeyesinghe acknowledges]

M. Kissinger: So is there a motion on the table for the um initial authorization or do you want to push next next meeting is my question?

M. Redmond: I would make a motion to give Geo—you know, us putting our purchasing procedures aside for this instance, I would make a motion that we give Geoff the authority to proceed with the bids on this project um up to a limit of fifteen thousand dollars um assuming that we would, you know, get to see the bids, you know, when they come in but he's he would be

authorized to move ahead and with with what he thinks is the right thing to do.

M. Kissinger: Okay.

C. Wijeyesinghe: I'll second that. I'll second that.

M. Kissinger: Okay great any further discussion on that motion? Okay hearing none. Any uh all those in favor please raise your hand. Any opposed? Abstention. Okay I think that motion carries. Great. [crosstalk]

K. Roberts: I just want to double check—

M. Kissinger: Sure.

K. Roberts: —um was that Charmaine was that the second?

M. Kissinger: Yes.

K. Roberts: Okay, thank you.

G. Kirkpatrick: All right. Um—

M. Kissinger: Okay. Great.

G. Kirkpatrick: Okay.

M. Kissinger: Great. Yeah.

G. Kirkpatrick: (33:10) So we'll roll on um just uh we'll talk a little bit about the programs, um...we were—continued to do to try to figure out exactly what people want from us for digital programming so that we just [?] it's not no programming right? Um and we've uh you know met with some success the really the the listening parties continue to be um very successful, and we have some blog pages, we're trying to find out different ways that we can continue the engagement of the program beyond just the the live program, but also make them available for people to watch later; it becomes a little bit harder for us to know how many people are watching them or how they're engaging with them, but um we think having those available uh those kind of passive programs are important. The perfect example of that is the story walk that's at the Elm Avenue Park. We're working at another—we're working on another one how we would go about doing it at the Pine Harbor Arboretum—

M. Kissinger: Okay.

G. Kirkpatrick: —and then we will continue to switch out the story that happens at um you know maybe seasonally at the Elm Avenue Park, just switch those out so it's not the same story every time you go around the story walk so [M. Kissinger acknowledges] that's been a great partnership and we have

a—we count our participation by having um a bucket with stones in it, so we ask people to throw a stone in the bucket so we can kind of count the participation on the story walk, [crosstalk] and um we ended up with more stones in the bucket than we had provided stones, so people were finding their own wild stones and putting them in our bucket, so that's always good news that made me very happy. We did finish our summer reading program; we extended out a little bit longer because there was no sort of hard deadlines on that, and um, so it uh as Cathy says in her report, you know, it wasn't the story time that we had imagined it would be at the beginning of the season when we're planning it last winter, but um, it was a good story time and we actually increased adult story time um program participation, so I think some people uh were registering their kids and then they said 'hey I'll I'll join for this too' and and maybe uh definitely people who were not engaged in that before were engaged in the summer reading program. Um so we were we were pleased with the we were pleased with the numbers and there's a full report um in that. At the same time we used, uh the state provided us with a software called Read Squared through the state library and we used that for the first time rather than our own in-house built software so we had to change the nature of the program a little bit to meet the requirements of that software but it worked out very well. We did a little bit of outreach, we had a reach out from the school district where of course their library services are gonna be very limited at the school district this year, and they're gonna be directing their students both in-person and online learning to to contact the public library for resources, so—

M. Kissinger:

Great.

G. Kirkpatrick:

—we are having a dialogue with them back and forth, what resources can we purchase either electronically or uh in physical materials to make sure that we can um fulfill that role and help them uh in their educational mission, so we, you know, we always see ourselves as a helping role to the school district and uh, you know, curriculum support is what we do, um so we provide uh maybe a wider range of materials, uh certainly in physical materials but also in in e-materials towards that end, um the there's a without getting too deep deep in the technicalities there's a new connection between the Overdrive services that are provided to the school district through a program called Sora, um and they uh if someone signs in to the Bethlehem school district with their account, it links automatically into those same material or to different materials that are available through the our library account, and there's a single log-on so they can access our e-materials, um, for teen and- and youth materials they can access those directly. Um, of course we want them to have a library card. We would always encourage everybody to have a library card but um, I- if someone doesn't have a library card I want to make

sure they absolutely have the same level of access to the resources that we have. We have a lot of materials and we can, um, supplement that, uh, for the school district so that's a good connection with the school district. It's a couple, you know, really a couple good, um, partnerships with them that I am very pleased and we'll continue to work with them to try to- you know in any way that we can support it right now. So um, we- Thanks Geoff.

M. Walsh:

G. Kirkpatrick:

Yeah.

M. Walsh:

I just wanted to say thanks to the staff and you for having the foresight to even set that up. I think that's just a great program for those students who are staying at home this year.

G. Kirkpatrick:

It's-

M. Walsh:

Good work.

G. Kirkpatrick:

Yeah. Thank you. That's awesome and we're- yeah, we just continue to hear from people who are you know they're still confused about how this all works and this year it's not the sort of like finish the year out; How do we get to the end of the year? This is a whole year of- of doing virtual supporting, virtual learning and in-person learning and all of this stuff so it's- it's new for everybody so um. I was just- I was just super pleased that the school district reached out to us that was-

M. Kissinger:

Yeah. That's great. Yeah

G. Kirkpatrick:

Um, talk a little bit about, uh, circulation. Sorry, go ahead. Yep.

C. Wijeyesinghe:

The number of students who were learning primarily from home or engaging primarily can change, correct, because I- it's my understanding or I've heard from parents that people can change in the event that schools maintain all the options they're offering now in terms of in-person versus, you know, blended and- and online. It's my understanding that parents can change the option they chose, um, so those numbers may vacillate some.

G. Kirkpatrick:

Absolutely and you know- and I think even with the students that are in person learning there's a lot more time spent out of school and so access to digital resources that help in curriculum support is even more critical at a time when, um, you know I think school districts are faced with a lot of very difficult decisions about the programs that they can afford to fund and, um, you know their- their core business too. So, it's a time when we all need to be working together so, um, I think that's- I think that's going to work out well. Um, last month we circulated 70 percent of the August- the August last year so we moved from very little physical circulation to do in circulation of 55 percent last, uh you know, in July to now we're

doing 70 percent of last year's circulation and it's just again a combination of- just a ton of curbside pickup. Um, this does not even include the new browsing that happened all in September so those aren't included in those numbers yet. You'll have those numbers next month, but it's the book bundles and the pop-up library and uh, curbside pickup we're doing 70 of our total circulation and you know, including the- the e-circulation. Adding all that together, um, I think that's pretty impressive considering awesome.

M. Walsh:

Yeah.

G. Kirkpatrick:

Yeah so that's just, uh, that's where I get to do my special thanks out to the staff for their hard work and, uh, carton and carrying all that stuff out the doors, uh, to make sure people have access to their materials so um. At the same time, we don't have any holds on the Chromebooks so we have them available. That number, uh, that we- we ended up with; like we tried to get 35. We ended up with 31. Seems to be working. I was in the library today and there were some of them available for people who wanted to come in and check them right out. Um, at the same time, we have the wi-fi hotspots and we really only have one hold on those right now so we seem to be fulfilling the need of the folks that have cards. At the same time, we did have a question from a patron about the ability to- to take or use a Chromebook, but not check it out. If you can't have a card, can you not check it out and right now that's just, um, it's not a priority. It's like what's the- what's the financial risk that the library is willing to take by giving somebody a Chromebook outside the library and using it and not having it checked out, where we don't know who they are? So, um, that's something that we're gonna, you know, I know the digital divide is important and we need to be addressing that. It's just, uh, you know I- I've been spending my time more focused on how do we get browsing opening back up in the library and get people back into the building and- and I will address this next. That's, uh, you know our next challenge is how do we- how do we safely bring back, um, computers. I know the Albany Public Library is opening up for appointments, um, and in their libraries and they are giving people Chromebooks, but again I don't know if they're- they have to check them out in order to use them in the building so we're still assessing all of that right now.

I want to talk briefly about, um, e-content usage. Uh we- we continue to see steady increases in the e-audiobooks. What's really interesting about that and we can look at the little charts in a minute, um, is that e-

audiobooks just continued to get more and more popular. Was that the right way- anyway. Uh, more and more and more popular, steadily, whereas e-books and videos saw that huge increase in March when, um, suddenly people were without- uh, without access, but the e-audiobooks just continue to march on and I think that's just the trade-over of cars that have cd players with cars that don't have cd players. So, um, you know that's- that's, uh, you know where- where those e-collections in overdrive and Hoopla really come into- come into play.

Um, told everybody about the final 10 percent grant. I'm so happy that this is the final HVAC executive summary that I will include in my reports. Uh, Sharon will have one more, uh, for you as she wraps that up, but it is, uh, an end of an era for the HVAC project so, uh, pleased to see that, uh, pleased to see that going. Um, I do have the emergency contact, uh, emergency patient conduct policy that's, uh, down in the agenda for your approval, um, and then, uh, we received our updated pricing for the insurance policy and then just thanks to everybody. Thanks to the staff and to the, uh, to the board, uh, for being just super supportive. The community has just been incredibly supportive as we've begun to reopen the library. Um-

- C. Wijeyesinghe: There's a question about the insurance policy so it says updated, um, cost.
- G. Kirkpatrick: Yeah.
- C. Wijeyesinghe: Was that already approved? I mean is that- because I know there's quite a detailed material in the packet about it.
- G. Kirkpatrick: It is. We like to include that so- so last year we went out and we, uh, sought quotes last year for all of our insurances through our, uh, vendor and they voted on that and then this year it's just a continuation of that, uh, those same policies. Yeah, you bet.
- C. Wijeyesinghe: Thank you.
- H. Narang: Geoff, I guess is the pop-up library sort of comes to an end here based on the weather.
- G. Kirkpatrick: Yeah.
- H. Narang: What's our current maximum patron population inside the building?
- G. Kirkpatrick: Right so we're limited to 10 right now in the building. Uh, 10 at a time so we have had people waiting outside and I mean for more than a second. I've had a few people when we had 10 people and they had to wait like literally a second to get in. One day so far, um, it was the day after Labor Day where we've had people waiting to come in. I am anticipating maybe

more of those types of collisions, a high population in the library as we open on Saturday. I'm still aiming for the 26th to, um, to have the library open on Saturday for at least some hours and, um, I- it may be that we have more people outside. So, that number- the number of people in the library at a given time is one that I will continue to- to look at. Right now, it doesn't seem super needful to expand that, but, um, we- we can certainly, uh, you know the- the sort of legal limit is much higher than that.

H. Narang: Have we made the effort to- I guess encourage people not to- the stagnate in place? I mean we've taken on all the chairs, etcetera.

G. Kirkpatrick: Yeah.

H. Narang: But maybe anything else we need to do to encourage people to-

G. Kirkpatrick: When, uh, when it start- you know, when it's two or three people I- you know people go in and I'm like 'Hey, have fun. Have a good time in there. You got your mask on. Thanks so much.' You know, I'm greeting people out at the front door. Um, as they- as we get closer to 10 I'll say 'Hey by the way, we're almost at capacity. You can see you're in there, if you could just, um, you know try to limit yourself to half an hour,' but I, you know, I would make a joke about it sometimes. I'm not putting a pink bracelet on you that's marked with a half hour. I'm not gonna chase you out of the library, but if you, you know uh, especially as people are waiting outside, you know, say, you know, 'Oh you've been waiting for 15 minutes. You know how long that feels so just keep that in mind when you're inside browsing,' and that I think that- that rather than bringing a hammer, um as far as that's concerned, just having that those conversations with people as they're coming in, but really we haven't had to have that conversation very often. So, um, I will tell you pop-up library use and attendance continues to be, um, significantly higher than browsing attendance. Now maybe that's due to the hours. I don't want to draw too many conclusions from those numbers, but um, every day we do the pop-up library we have more people come to the pop-up library than we have come into the library.

M. Kissinger: Sure.

G. Kirkpatrick: Which I didn't think was going to be the way it worked so. But we- you know, the pop-up library has a- has a stale date on this, right? It's going to get too cold and too dark-

M. Kissinger: Right.

G. Kirkpatrick: -to be doing a pop-out library. Yeah, we're not going to be popping up in December. Um, you know, you might get a nice day and not, you know,

get some nice days in October; maybe a beautiful day in November, but really I'm not anticipating that we are basically by the time we get there, um, if rates stay where they are now, my anticipation is that we're just going to be open um, for browsing in the afternoons. Uh, you know, and- and if I can actually start to chip into the curbside pickup business, I think we can run those two things at the same time. You know, when- when curbside's full bore, the idea of having other people in the parking lot to do literally anything else is, uh, frightening, but that's, you know, we're at a slow business time right now and I- you know um, I haven't seen the decrease in curbside pickup yet, but, um, I'm hoping to see that as we- as we open up the number of hours in the library so. Because I would love to stop doing curbside pickup. It is a lot of work, but I just don't- from a patron standpoint I don't think we can so.

M. Redmond: Geoff

G. Kirkpatrick: Yeah.

M. Redmond: Where did the number 10 come from for browsing?
(46:50)

G. Kirkpatrick: Yep, so we looked at um that we had an unhelpful number right. So the the 50 percent limit of the fire capacity of the building uh as we work with our architects, uh the fire permit of the building is 639 people so 50 percent of that is 300 and I didn't feel that that was a helpful number when trying to figure out how to limit the building. Uh to limit the number of people in the building so um really we were looking at um the spaces I talked to other libraries that were open around the state talked to them about their numbers and and developed that number. So um for me I think we could probably go to 15 without too much--

M. Redmond: That was kind of my question we do have some latitude, not to discuss it tonight I just I had a sense of that but I just wanted to know whether whether there is latitude that could be um considered at some future point.

G. Kirkpatrick: Absolutely and I'll be you know and I'll be monitoring that you know. If if I had started to see too many people piling up outside, I would say oh clearly this this whole scenario isn't meeting the needs of everybody. I've seen that happen too often yet but um you know try to and try to just pull out the the use of the building, how people are using the building, my knowledge of the building, um it's not 30. If you had 30 people in there browsing at a time you would feel absolutely that's where you start to have to you know, I don't want to put arrows down and say this row is for going this way and this row is for going this way. Um you know I think when you start to get those levels of people in a

building that's when you start to having to to control those behaviors a little bit more so we're trying to [Music] go right down the middle on that and and find that number. It may well be higher um you know some of that is balanced off with uh you know monitoring the number of staff that are in the building too so we're limiting that too at the same time to 25 so we're trying to keep those. It's the it's the staff plus patrons in there at any given time that I'm really trying to manage.

M. Redmond: Okay, so thanks.

G. Kirkpatrick: You bet.

M. Kissinger: [crosstalk] Um I want to make one point though that I think and it's a kudos to the staff on the book bundles. That actually helps a lot because you're you're getting more books out at one time.-

G. Kirkpatrick: Yes.

M. Kissinger: - and I've gotten so much positive feedback from the community on the book bundles so um I think that's whoever had that idea was great, phenomenal because it really it was a great idea plus it helped limit the access you know you have to come once instead of like you know a couple times.

G. Kirkpatrick: So I think a lot of people didn't know I mean it came right out of the public services department so that was great {crosstalk} . And um you know and it allowed them to uh do their jobs which is to do some readers advisory {cross talk} and to take uh to take that information the patrons give to them and then select those books. And then you know that there's an art to that right you try to pick mostly {crosstalk} what they're asking for and maybe put a few things that are a stretch in there and then maybe one totally off the wall thing just for fun so uh and you never know when uh what which way you might just go you know help lead someone to something new.

M. Kissinger: So yeah that was great. Absolutely.

G. Kirkpatrick: Thank you.

L. Scoons: Geoff, on the book bundles are you asking for feedback when on that kind of stuff or that's --

G. Kirkpatrick: Interesting

L. Scoons: -I don't think

G. Kirkpatrick: I think we didn't uh we didn't, though we're getting we're getting feedback but we didn't ask for feedback. So that's interesting {crosstalk} uh yeah we could probably do that I will say that I thought browsing would interrupt curbside business and apparently what's happening is that browsing is hurting the book bundle business. So um the number of book bundles that we're doing right now is pretty low. Again this is a slow circulation time of the year anyway because everybody uh who has a child or anything to do with school district has something else to pay attention to. So always September, mid-september's kind of a slow time

for us anyway but the book bundle business is really quite small right now. To the point we're actually thinking about shrinking the physical size of the amount of space that we're dedicating it to inside the library right now.

So um it appears that the browsing is filling some of that need that people were using the book bundles for. So whereas the folks who know what title they want, they're still picking those up through curbside or coming or coming in the library and picking them up. But that's curbside is way more business than that right now like way more people are coming in and getting their holes through curbside um that are coming in the library and picking their things up.

L. Scoons: So and I think while it's still nice out people are more comfortable with being outside so seeing that pop-up is popular is probably not that surprising right now as people are like holding on to the end of summer and wanting to be outside and be comfortable rather than inside so that's good.

G. Kirkpatrick: Well we keep all the good stuff out there right so we pick all the best stuff out and roll it out on carts so that's uh that's the it's like the good parts--

L.Scoons: That helps (laughter)

G. Kirkpatrick: -so I won't um you know the the circuit the statistical port for circulation is all there we continue to see strong um you know strong use across our e-book platforms. And uh you know Hoopla and Flipster we continue to see strong strong use Overdrive continues to be the you know the 500 pound gorilla that's still um you know most of our most of our electronic use. But just I just think it's interesting as um you know as we open up more avenues for people to to do physical circulation, you know those electronic numbers have gone up. We definitely saw readers who were not using the electronic services before using them in March and April and May learning how to use those and the question for us will be how many of these people continue to use it maybe not exclusively but in the mix of their reading they say oh I always like to read a physical book before. Well when they those weren't as available they were happily you know maybe someone found that they really can happily read an e-book and then just add that into the mix of their of their reading. So we'll have to see how that plays out it may really have pushed a shift forward I think a shift that was happening anyway it may have just shoved it up to the next little plateau um by you know forcing people to have to use that as their primary way to interact with the library back in the spring. So

C. Wijeyesinghe: So I have a question I'm not sure if you're up to that point of your report on circulation.

G. Kirkpatrick: Sure.

C. Wijeyesinghe: Um I just happen to look at the numbers and what I the thing that

jumped out at me is the fiction versus non-fiction and young adult. Um {crosstalk} it's it's I guess fiction is ten percent of what no non-fiction is ten percent um and that's the lowest of all the age groups. I mean the kids even are maybe I think it's like 25 percent so I'm just curious maybe down the road at some point. I'm not an expert on books and borrowing, what kids read but it was an interesting I believe and I could have this wrong I don't call the university of {garbled word} but I'm not sure about the district that there's trying to be of a shift towards getting people to read and analyze and understand and interpret non-fiction. I just down the road I'd be interested in hearing more about what your experiences or what what this information tells us about what young people are attracted to what they're reading and and what the benefit of reading non-fiction is and

G. Kirkpatrick: So so there's it's not as clear-cut and maybe as it seems you know we put things in categories on the spreadsheet um what's going on with the students that fit into that YA category. Um we didn't have a non-YA nonfiction until fairly recently. Um so we created that specifically in response to those changes in the uh in the way the schools were teaching. And it's still a fairly small collection the the space in the YA collection is limited but a lot of things that students end up reading as young adults are actually in the adult collection. So the you know that there's there's not a clear separation. Some things are very clear and they end up um they're either you know popular nonfiction which is a thing that happens um in the in that YA collection. But if it's more school or curriculum or research based that may well have a place in the adult collection and and um it's it's harder it's easier to define fiction uh for for young adults than maybe that non-fiction. Because a lot of the the non-fiction uh for adults is at a you know uh seventh or eighth grade reading level as it is right so it's totally appropriate for students um in the young adult section to be reading those adult books so that's it's just uh and also the other way too there's some uh some non-fiction in the children's section they have a much more robust non-fiction collection. Just for the history of it um some some research materials are in children's too so. It's um I wouldn't I wouldn't want based on that uh statistic alone to to make uh to make a wide ranging um -

M. Kissinger: Sure, Sure.

C. Wijeyesinghe: The numbers alone do not tell a full story.

G. Kirkpatrick: I think so yeah I agree I would agree with that.

H. Narang: Geoff, one other circulation question um do we have a count of total number of physical books moved by request versus shelf selection by patron?

G. Kirkpatrick: Yes. Though it's not again, it's not as throwing a lasso around those things, is a little bit difficult. We absolutely have a good number of um

items that are picked up on hold so we can we can get that number very easily. I guarantee you uh Catherine probably doesn't have it off the top of her head but she can get it for you very quickly. And then everything else would be else. Right so those would be things but that um is going to be pop-up library, just picking up things at the pop-up library that would include the book bundles, which are not on hold um those don't go through the whole processing system, and then browsing. So um you know we're we're tracking carefully we can break out circulation by hour. So again uh there's a few book bundles checked out in the morning but that tends to happen all throughout the day. As we do the book bundle process um things that are right now, things that are happening in the morning are checked out through the browsing period, things that are checked out in the afternoon happen either through book bundles or curbside pickups. So we've got some um we still have some pure data or pureish data now where we can draw some of that conclusion. So I don't have that up top in my head but I'll I'll take a peek at that and we'll try to to get something out to you.

H. Narang:

Okay, thanks.

M. Kissinger:

Great, any other questions for Geoff on the director's report?

L. Scoons:

Geoff I just had a just a comment on programming suggestion is uh New York State Writers Institute is doing their book festival online right now, and through their whole months and I don't know whether there's some plan to kind of hook into tha. But it seems like a really easy thing for libraries to hook into. They've posted a lot of their stuff on their Youtube channel and I'm sure they'd be very welcoming of expanding, watching those interviews and they've done some some classes as well I think.

G. Kirkpatrick:

So got it well I will definitely have a conversation with Cathie Brenner about that tomorrow and I can see Kristin's there listening about that too so

M. Kissinger:

Great idea. I mean I I checked out I checked out an interview today during lunch. It was awesome.

L. Scoons:

Was that the Harold Holzer one?

M. Kissinger:

No, that was the baseball one the two okay {yeah} great it was like wow this is great it's it's all contents available so.

L. Scoons:

I think Paul's doing a great job.

M. Kissinger:

Yeah definitely.

G. Kirkpatrick:

Yeah definitely yeah okay we'll take a look into it.

M. Kissinger:

Thank you. Okay great. Uh Lisa do you have anything for UHLS?

L. Scoons:

We had a couple of meetings. Services committee met formally to make the recommendations for the construction grants to the board. The board approved the uh recommendations, the majority got close to what their maximum awards were, there was one library, uh Hoosick Valley no Hoosick Falls, right, {laughter} that got a 90 percent award uh literally

today, that was last week. And today we learned that there was a little bit more money coming back to uh the state so it was redistributed and I think we're going to be kind of it was a very small amount like five thousand dollars so I think we're gonna to bring some of those libraries that were not as fully awarded up a little bit more. And then the only other thing was I raised last month that we had some comments from Albany Public Library about our 90 percent uh criteria for guidelines and um some criticism and we agreed that we would revisit those uh guidelines for the next award cycle. Even though most of us seem to think that you know it's not going to be a pretty picture next year. So given the fiscal situation but um always good to revisit that kind of discussion so but that's it.

M. Kissinger: Great thank you.

G. Kirkpatrick: Great.

M. Kissinger: Yeah thanks excellent, okay any questions for Lisa on that? Okay, moving into new business, so patron conduct policy do you want to talk about that a little bit?

G. Kirkpatrick: Yes, oh did that not let me see where that get into the board packet. Oh I'm gonna have to share it out, hold on. All right that didn't make it into the board packet okay. I know I emailed everybody uh with uh updates to the patron conduct policy, it's on the website and give me a second to bring it up. I just uh you know I know we had awarded uh you know under special circumstances the the editing of the patron conduct policy to allow us to be flexible as we were implementing um in-person browsing. But I wanted to bring that policy to you um for approval um as that the flexibility of those um that emergency powers is sort of uh coming to an end now and um I wanted to bring up the emergency patron conduct policy um for approval. Give me a second I will see if I can share this out successfully um here we go okay. So are all of you looking at the emergency patron conduct policy?

M. Redmond: Yes, yeah.

G. Kirkpatrick: Can you see that okay? So this um you received this in an email the uh updates the places where we um we updated are highlighted both at the top and then in yellow. I just wanted to go over the fact that what I had amended in the patron conduct policy is that library patrons over the age of two must wear a mask to enter the library building. In designated outdoor areas the masks have to remain on in place on all at all times and no other face coverings will be allowed. So face shields, gators, bandanas, and t-shirts wrapped around your face are not acceptable replacements for an appropriate mask--

M. Kissinger: Great.

G. Kirkpatrick: --um library patrons will be asked to sanitize their hands before they enter the building they can, also some people don't like Purell, so they have the option to be able to wash their hands in the bathroom. But we've, that is a thing that we allow. Ten members of the public will be allowed in the library at a time, public hours will be limited, we're just informing people if the hours are not the same as we normally have them. They're encouraged to conclude their browsing activity within uh 30 minutes. The patrons must be 12 or older to enter the library so that we had we had changed that to 9 a couple years ago but I think right now um the patrons between 9 and 12 are best served if they come in with uh with an adult for for the for the time being. {crosstalk} So uh we changed that and then um public services computer uh computer equipment will not be provided that's a thing that we would change and restrict as we as we move forward and then um we encourage people to practice social distancing when they're in the library. And then just under on on the second page just the place where we changed from 9 until 12 just to make the rest of the policy come in to um in accord with with the emergency provisions that we put up in the top but that's the only change to the corpus of the um of the policy so I wanted to bring that to you for approval of this meeting.

M. Redmond: Um I'm wondering about the only comment that I have is that we are putting right in this policy that we are limiting it to 10. Is there a way that we could just say the the library reserves the right to determine the number of patrons you know something where if we want it'll make it give us more flexibility to do that?

G. Kirkpatrick: Yep.

M. Kissinger: Yep.

G. Kirkpatrick : Okay.

M. Kissinger: And then um and then the computer thing too you might want to say may --

G. Kirkpatrick: Yeah maybe say may

M. Kissinger: so yeah

C. Wijeyesinghe: Yeah I agree with Mary. Raising you can even just say is you know the the director has the discretion to,--

M. Kissinger: um limit the number in the library

C. Wijeyesinghe: --limit or determine the number of patrons and which will be posted right posted and period that and then you just day-to-day practice that's your job so you know.

G. Kirkpatrick: Very good. So with those two changes would um would you as a group be comfortable approving that policy?

C. Wijeyesinghe: You need a motion do you need a motion?

G. Kirkpatrick: I would yeah I'd like to have a vote on this one.

M. Kissinger: Yeah.

C. Wijeyesinghe: So moved.

M. Kissinger: Any second?

M. Walsh: Second.

M. Kissinger: Okay. Great any further discussion? Okay and all of them favor uh signify by raising your hand on the video. Okay, any opposed any abstentions? Okay motion carried. So that's a new patron conduct policy.

G. Kirkpatrick: Yes, okay. Awesome.

M. Kissinger: Great.

G. Kirkpatrick: You know it's absolutely my wish and goal that uh a vaccine comes out
(1:04:53) um,

M. Kissinger: --right

G. Kirkpatrick: quickly and it's safe and effective and we can just rescind that policy and go back to the way the policy was, I think was a good policy

M. Kissinger: --yup

G. Kirkpatrick: I did include, Charmaine I know you're asking about the insurance uh policies in in the packet, it's just uh just a breakdown just-- I give you all the information about our insurance policies and uh renewal costs for those. Um yeah.

M. Kissinger: Okay, Hoopla. Let's get to Hoopla.

G. Kirkpatrick: Okay so let's talk about Hoopla. I may go on record as saying I absolutely want to continue Hoopla;

M. Kissinger: --right

G. Kirkpatrick: so I I I have a dog in this race and uh I I I that's that's the argument and all the information--- that's not true--- I'll try to give you very fair information but I think it's very important that we continue this service but I do want to give you um some accurate statistics about our projected use um so if you look on page 38, um the helpful folks at Upper Hudson gave us an estimated cost projection for Hoopla which basically would run from October; they're guessing the money that they currently have in their current contract with Hoopla is going to run out maybe October 21st, they have not quite pinned down to an exact date but at some time in the middle of October at which point we would then be responsible for um the full price of um of that service going forward.

uh Upper Hudson had supplemented that a little bit for us um but then uh so-- just a as a COVID emergency policy they they threw some money in the pot to make sure that we could get this through. going forward some libraries are going to be dropping out, they're not going to be able to offer this service but for those libraries that are it's just going to be

whatever your patrons use, you're going to be responsible for the cost for those patrons. So this seems very fair to me, um I don't have a problem with that, and uh you know they're they're estimating a 12-month cost projection, about \$23,000, for um for Hoopla.

C. Wijeyesinghe: Um do you-- I assume you have that money in the budget?

G. Kirkpatrick: We do. So again that continues uh when I talk about how we're shifting, um we normally try to keep a little bit of a firewall-- um it's not a hard firewall-- we keep a firewall between the physical collections and the e-content collections and just right now because um things are just so wild, we are absolutely shifting money from physical collections to digital collections um you know and that's less important we'll be mitigating how much we're doing that going forward for the rest of the remainder of the fiscal year but if you know things continue to improve then the physical circulation comes back up, we'll bring our spending right back up with that physical circulation.

But um I think that because Hoopla is available instantly with no wait times, I think it is hand in glove with our offerings from OverDrive where they have a wider catalog, a bigger catalog of materials but then you have to wait for them if you put-- if you're looking for something popular it's on reserve but sometimes people just need something to read or listen to right now and that's uh--Hoopla provides that service for them so, um, yeah I think it's a it's a good complement to our to our the heavy hitter which is the OverDrive service but I think it's a good complement for that.

H. Narang: What are the current limits on Hoopla-

G. Kirkpatrick: It's five,

H. Narang: per patron?

G. Kirkpatrick: yep five, five per patron per month uh and that's not-- that's a very good general rule if you if you're looking at uh checking out explicitly for uh for books um or watching a tv show, it's five items per month per person. Um obviously if you increase the number of items per month, the cost is going to go up, right, that's uh but that's where we are you know sort of this average number of five; it's not true, there are some things that are available if you're going to watch like a *Great Courses* that um will pay for the use of the person to watch the *Great Courses* but it doesn't-- each episode of the Great Course doesn't hit that patron's limit so those-- you know what I mean, like it's a it's a course so it'll be like ten courses, you're not gonna you don't get halfway through a course in a month so...

If you look at the page above that, I know it is small and I apologize for that, um page 37 you'll see I've highlighted in green the other sort of

larger libraries in the area; we're in yellow and you can see what our patrons are doing, we have, by far, the most registered patrons in Hoopla of any library in Upper Hudson. We continue to have usually the number one or number two new patrons that are jumping on every month; in addition, um they really uh you know other libraries' use patterns are a little different but um the E-book circulation and audiobook circulation are clearly uh the two big winners there. Yes we have video circulations, yes there's music circulation, absolutely there's television and comic book circulation but the vast majority is eBooks and audiobooks and that's um, you know, even more audiobooks than eBooks so those are people that are listening in their cars, right, so I think this provides a valuable service for the public and I'd like to continue that, so there is not a hard price because it is a pay as you go but we begin to see what that price is likely to be um as you sort of use patterns figure themselves out but I definitely want to bring that in front of you, it's a big enough expense that I need to bring it to you, and I absolutely want to continue the service so...

M. Kissinger
(1:09:59):

Yeah and we have the money in the budget for it; right, I mean,

G. Kirkpatrick:

--We do

M. Kissinger:

that's all the budgeted thing and we talked about it, yeah.

G. Kirkpatrick:

Yeah we were scared of things like this because we didn't know, 'like oh the cost could be infinite,' as people, everybody jumps on and the fact of the matter is, not everybody's going to jump on; there are certain number of people that are interested in eBooks and audiobooks and you know in the the TVs and movies that they have appeal to some folks but are not uh-- it's not *Iron Man*, right, it's not other widely wildly popular movies so...

M. Kissinger:

Yeah I'm totally supportive actually, I checked it out a little bit last night and stuff and I think I think it's uh I think it's a very good service to to be able to complement the other services we have.

G. Kirkpatrick:

Okay.

C. Wijeyesinghe:

And and Geoff as you explained, you shift your shifting funds to cover that and then you'll reassess and...

G. Kirkpatrick:

Yeah I don't-- I think next year in our budget uh you know the budgets have been pretty easy to put together, um you know, sort of, 'it looked like this last year,' and this is what the the book book budget is going to look like; I think we're going to have to, because we've shifted so many new people to our e-materials, if we-- and we have a very short window to assess this before December, we start putting the budget together-- if we see that um that those people are stick-- do they stick with eBooks as the as the library opens back up, then we're gonna have to do some

serious thinking about where we allocate those resources, make sure we can we can continue to support our E-people to the same level that we're supporting our physical material people so, but again physical materials shot right back up over e-content as soon as we opened the doors.

So for the past two months um e content-- uh this month um physical circulation was twice as much as as e-circulation so...

M. Redmond: Yeah I would just like to make one comment, if it's not a suggestion, when we redid the format for the Treasurer's Report, we um combined some things and compressed some things and put them into more of a summary fashion. Um after three or four months of this fiscal year, so at the end of September 30th we would have three months, I don't think it would be a heavy lift to include in the board packet or as a separate report a line by line summary of our expenses so people would be able to see lines in the budget where you're going to see, 'whoa, we're we're really spending significantly less, we're going to say five or ten thousand here, here's another place we're going to save four or five thousand,' we're-- we talk about the places we're spending more but there are places we are spending less, starting with utilities okay, so it might be helpful for people to see that line by line--I'm not saying every month--- but I think it might be helpful for people to get a picture of what it looks like.

G. Kirkpatrick: Yeah we-- that report absolutely exists, I use it to manage the um you know when I'm managing the,

M. Redmond: --Yup

G. Kirkpatrick: the line so I will just make sure to include that; I see Tanya's on the call, I know she's taking a note so we'll make sure it's in there.

M. Kissinger: It's a good quarterly update, that's a good idea.

M. Redmond: Yeah.

M. Kissinger: Definitely.

T. Choppy: it I-- it's actually already done and um the report that you see with the summary pulls from that line by line sheet so it's just a matter of adding that page in, it's not a big deal.

G. Kirkpatrick: Okay, thanks Tanya.

M. Redmond: Perfect, thank you Tanya.

T. Choppy: You're welcome.

H. Narang: Geoff, the one thing I would like to keep an eye on with Hoopla, is the uh the number of users who are actively borrowing every month. I think we've got 1400 registered patrons which is a great number,

G. Kirkpatrick: --Yes

H. Narang: as long as we're seeing, you know, a thousand different users right taking advantage of Hoopla on a monthly basis then I think I feel pretty good

about it being a broadly used product; that number drops too much to you know 100 people or something like that we may want to revisit you know...

G. Kirkpatrick: Fair enough and I think some of that is why they why the the limit I-- you know I would love to have the limit be as many as you would like to check out in a month but that's why they're limiting it to five; though there's ways around that right, if there's four people in a family they have four four cards now their limit is 20: 20 items a month, right, so there's no way to-- I mean it's maybe a feature rather than a bug that's just uh the way the way that it works so but we will watch that, we'll watch our active users. I think we may, I think you're right: for some number of users that were moved to e-content, they may well move back so we may-- um you know some people will gain, it'll be sticky and they'll continue to use e-content and other people will say, 'well this is what I did during COVID and now now that I want that book in my hands I can have the book back,' so, I'm interested I don't know...

M. Walsh: So,

M. Kissinger: -- Yeah that's a good

M. Walsh: you need a vote from us tonight on doing Hoopla?

G. Kirkpatrick: I think I think yeah, just mostly, uh you know I've given you my best guess of what the ongoing cost for this service will be um and yes, I'd like a vote to say we're going to continue with the service and then I will contract with Upper Hudson-- the contract is with Upper Hudson: Upper Hudson holds the contract with Hoopla, it's just whether our patrons continue to have access in that app or not after October 21st or whatever.

M. Walsh (1:14:52): All right. Okay, well I can make a motion to continue our Hoopla subscription.

G. Kirkpatrick: Okay.

M. Kissinger: Great thank you.

C. Wijeyesinghe: Second—I'll second it.

M. Kissinger: Okay. Great, any further discussion?

M. Redmond: I just would like to add that we look at it on an annual basis or so we don't lose lose sight of it, you know for reasons already stated here today, but I support it fully.

M. Walsh: Wait I thought it was a six-month subscription, is it annual?

G. Kirkpatrick: It's a one-it's an annual subscription, yep.

M. Kissinger: Okay. Okay any further questions or discussion? Okay uh signified support by uh raising your hand on the video. Aye. Okay any opposition, abstension? Okay, motion carries so we have Hoopla. Great.

G. Kirkpatrick: Great, thank you.

M. Kissinger: Okay. Chromebooks, just quickly.

G. Kirkpatrick: All right very quickly just a quick report, uh chromebooks are circulating again, uh not all 30 uh the existing uh chromebooks that we had

previously and the 35—31 that we've added since then, they are not all checked out at one time so we are meeting the needs uh and we we push that out in our email newsletter so we make sure that this is a way for people who have access, um I do know that some people were able to check out a wi-fi hotspot and a chromebook together at the same time, and you got a mobile you got a mobile um laptop with internet access so that's ready to go, so I think that um, you know, I—we are meeting the needs of the community right now, we are advertising that the fact that we have the chromebooks available for checkout uh and I know I have even been able to check them out at the pop-up library to a couple people directly when they come up and they say, 'oh I need to use a computer' and I'm like, 'here's a chromebook, check it out. Do you have a library card?' um and that work that has worked out pretty well. They do have a little bit of a learning curve but they're they're pretty functional, so and it's certainly better than having no computer access.

M. Kissinger: Great. Any questions on chromebooks? Okay on the committee discussions I just want to say I'm gonna try to get a policy and collections committee meeting going uh in the next 30 days [?] Geoff on that and and and getting that going and I would ask you know people to start thinking about committees and getting those going because I think we got to keep keep the [?] library going, I mean, it's—you guys are doing a great job and stuff but there's other issues that are they're are happening and maybe some um uh issues that we're missing, so I'd like to see the committee uh committee process keep going.

C. Wijeyesinghe: [?] I have a ques—I have a question about that—

M. Kissinger: Sure.

C. Wijeyesinghe: —if committees are two or three people...

M. Kissinger: Right.

C. Wijeyesinghe: ..would you ever entertain an in-person meeting?

M. Kissinger: Sure. Yeah.

C. Wijeyesinghe: I'm looking at also looking at Geoff I'm wasn't sure but like um I I don't know I'm just curious if we can socially distance in a space—

G. Kirkpatrick: So—

C. Wijeyesinghe: —with with [?] people I'm just curious.

G. Kirkpatrick: —it's a good question it's one we've thought about already is um is uh where in the library could we hold a meeting of that type and right now we do have some spaces particularly in that the library is not open for nine to nine as we normally are so, there is some—a vast space in the middle of the library where previously furniture was and um you could absolutely be in that part of the library and be socially distanced, you know, obviously if it's uh if it's um, you know, a public meeting and we're over quorum then we have to provide uh capacity for the public to be in there as well, but if it's a small committee meeting I think we could—

C. Wijeyesinghe: Okay.
G. Kirkpatrick: —do that in the library pretty easily.

C. Wijeyesinghe: [?]
M. Kissinger: Right and we're not limited to the library either, I mean—
G. Kirkpatrick: No.
M. Kissinger: —you can do it in other places as well, as long as you don't get—I would say if we have a quorum meeting you should probably do it in the library—
G. Kirkpatrick: Yeah.
M. Kissinger: —but uh but under quorum you can, you know, there's other opportunities outside or other things that we could do, so.
G. Kirkpatrick: I know the Delmar Progress Club has been uh weekly meeting out on our stage uh, you know, I'm out there in the mornings and they they they bring their chairs and they go up on the stage when the weather's nice and it's just great to see them that just makes me very happy.
M. Kissinger: That's cool. [?] good.
C. Wijeyesinghe: So how do the—do those get scheduled by like a Google calendar kind of request thing or how do you do it?

G. Kirkpatrick: For the—our committees?
C. Wijeyesinghe: Yeah.
G. Kirkpatrick: Yeah I mean, I think it just—uh the members of the committee would just do an email round robin, yeah.

C. Wijeyesinghe: Okay.
M. Kissinger: Yeah.
C. Wijeyesinghe: Oh and by the way as far as I know, I'm still the only person on the personnel committee which is not [ideal?]. I I don't know if someone else has jumped on but please do [Laughter]

G. Kirkpatrick: Oh Charmaine, we got a lot to talk about, you and me.
M. Kissinger: Great okay so um [?] business. Okay, great, old business long range planning, talk a little bit about where we are in that.

H. Narang: Oh yeah so we met with Paul on the uh on the 19th, um he went over a latest version of the the schemes, uh it looks like uh just generally speaking if you take a couple of the schemes he had proposed, and he'd grouped them into what we'd called sort of a phase one and a phase two, uh no commitments just, you know, verbiage for for the purpose of simplifying the discussion, um you know, phase one increases our shelf space from about ten thousand linear feet to something a little over eleven thousand, right? So a ten percent-ish increase, uh and then phase three, uh there is no phase two, um adds about another nine hundred uh linear feet of space, um so what we have to do at—we have to at this

point I think now that Paul has walked us through the latest version of the schemes, uh he owes us some information I think some cost numbers; uh Geoff I don't think he sent out that latest that last set of schemes; I just checked my email, I don't think I have it.

G. Kirkpatrick:

Okay—

H. Narang:

So [?]-

G. Kirkpatrick:

Um—

H. Narang:

—so we need to get that and then get a long-term a long-range plan committee meeting uh scheduled here in the next week or two uh to to huddle as a group about what we think and we want to come back and put in front of the the full board.

G. Kirkpatrick:
(1:20:44)

And that was a meeting um you wanted you wanted to have a meeting without Paul there—

H. Narang:

Correct, yep. Yeah yeah the next one—

G. Kirkpatrick:

—at the next one and then and then [?] back with Paul. You bet.

H. Narang:

—will be just us, yeah.

G. Kirkpatrick:

Okay.

H. Narang:

So that's where we are. [crosstalk] [?] anything I missed?

M. Kissinger:

No that was great summary I think. Any questions? Okay.

H. Narang:

Okay.

M. Kissinger:

All right thanks Harmeet, so merv filters for hvac?

G. Kirkpatrick:

Still waiting on them, we we press Trane all the time and they say 'absolutely, we know,' just getting the supply of them in is not um not easy right now, so um—

M. Kissinger:

Okay.

G. Kirkpatrick:

— you know, we're we're on their list as soon as they come in they'll be installed at the library, so.

M. Kissinger:

Okay, great. Reopening phase so, you know, we've talked a lot about it in the report and stuff and I think—

G. Kirkpatrick:

I think—

M. Kissinger:

—it's going [audio cut out]

G. Kirkpatrick:

—there's not much, yeah, thank you. Uh not much to add just uh Saturday's the next thing we're we're working on how to do a Saturday and I think we have a a, you know, a supervisor's we're talking about doing a supervisor's rotation at least for the first little bit until we get everybody comfortable, um you know, it's it's easier when one of us

is standing out in front; it tends to uh eliminate a certain amount of back and forth and and questioning, uh when I'm out there, you know?

M. Kissinger: Sure.

G. Kirkpatrick: Like 'oh, you if you want to complain you you got the director, you got me right here, we can talk about'—but really um I have had no reaction stronger than um like, hm [*shrugs*], to when I've asked somebody to to switch out their face covering uh from a gator or bandana to one of the masks that we provide I say, you know, 'here I've got a mask that one's not that one doesn't meet our needs so um, you know, if you could put one of these on,' I've had really no, uh you know, I think some people are imagining these sort of strong reactions from people; most people it goes over with a humph, you know, nothing and they put them on and they go in; most people are coming already they've got their noses and mouths covered with masks and they are happy to to hand sanitize, they're mostly surprised that we actually have Purell brand Purell which we do, so.

C. Wijeyesinghe: I would suggest that as the weather is starting to in a few months get—a couple months—get colder—

G. Kirkpatrick: Yep.

C. Wijeyesinghe: —and as we get a better sense of evolving numbers in terms of infection rates with the flu season [?], that just, you know, if there's anything that you need to be shifting because of the reopening that you keep, you know, keep us informed so each meeting we can [?] in order to provide direction.

G. Kirkpatrick: You bet, I mean that's and that's really uh right now if, you know, so we we're trying to while the numbers are low, under one percent, we're just gonna keep walking this forward [*C. Wijeyesinghe acknowledges*] and um you know so the next thing we're gonna do is open up on Saturdays and then we're gonna, you know, look look at how we can provide computer services in one way or another in the building um, you know, uh 'cause right now there's no furniture in there for sitting down, can we provide some way to do that for people but that's gonna affect the total number of people in the building and can we um, you know, work on that and then if those numbers stay [?] but then at the same time [?] we're walking this forward we're watching what's happening at the colleges and the schools and I think that's um, this next month is going to be a very important month for us, I think we will have be having some um, you know, I want this to be a completely wonderful discussion that we're

having next month in October and I hope that's the case, so.

M. Redmond: Geoff—

G. Kirkpatrick: Yeah.

M. Redmond: —what and maybe that maybe it's too early, I'm thinking positively that the Saturday hours are gonna go well and that's just browsing, okay.

G. Kirkpatrick: Yep.

M. Redmond: What do you think our next step of expansion is, is it weekend hours, is it thinking about computers, um is it adding curbside on a weekend, like what what do you think our next step might be?

G. Kirkpatrick: So I'll just run you through really quickly, so Saturday we I heard that loud
(1:24:20) and clear and we're gonna make that work, we'll get some Saturday hours for people who are working and then it's that same to address that same thing, filling in the rest of the day with browsing just sort of normalizing browsing in the library for more of our normal hours, right? How many hours can we get to while still accommodating curbside um and that's where right now I've got the staff limited, I've got a hard number on the staff; in order to do that I may have to raise that staff number and uh, you know, raising the patron number and raising the staff number raises the total number in the building and that's gonna be um, that'll be our decision point for the next month, so I think filling in the da—'cause I 'cause the the the, not complaints, but the just sort of like, 'oh, I wish you'd' that I'm hearing is, you know, 'weeknight to come in and be able to browse on a weeknight, I'm not, I, you know, I'm working in the hours, you know, from 9:30 to 12:30 every day, that's great but I'm working at those hours; I'd like to come in and use the library as well.' And so we address that a little bit with Saturday but I also think, you know, running it till six or seven in the evening just like we did with um with curbside that's—

M. Redmond: It's—

G. Kirkpatrick: —the next step.

M. Redmond: —interesting that the one thing that surprises me is that I'm not hearing about curbside on the weekend and I'm I'm just I'm surprised at your at at the assessment um that you think that's gonna fly and you're not gonna get complaints about that.

G. Kirkpatrick: That we're not doing curbside on the weekend?

M. Redmond: Yeah.

G. Kirkpatrick: Yeah...

M. Redmond: I'm just thinking with kids being back in school and I'm not trying to second guess you—

G. Kirkpatrick: No, I [?]

M. Redmond: —I am just kind of listening listening to what you guys how your feeling is and and what you're seeing and thinking we should do.

G. Kirkpatrick: And that's I think due to the fact that we are in fact open till seven every night for that, uh except for Friday we're open till six, um that provides that outlet for people who wouldn't be available, you know, on that Saturday the the the browsing is needful and that's why that Saturday's gonna happen with just browsing.

M. Redmond: Okay.

G. Kirkpatrick: And then I think curbside is getting, you know, it's getting prime hours, it's getting, you know, *[M. Kissinger acknowledges]* 1 pm to 7, it's getting the main hours and the and the what I'm trying to avoid is some kind of ridiculous Monday Tues—you know, Monday Wednesday Friday Tuesday Thursday curbside on certain days and browsing on other days; it's so confusing to our patrons. Every time we try to do stuff like that where we only do certain things on certain days, everybody gets so confused, they get angry.

M. Redmond: Okay.

G. Kirkpatrick: Um, I would love to be able to get to the point where we say 'okay, we're all comfortable with this; let's just open up for browsing for the remainder of that day until seven, we'll run those two services right till seven o'clock and just make, you know, give some daytime and evening hours for um for people to come into the library.

M. Redmond: Okay.

G. Kirkpatrick: And if we have to do curbside on Saturday we can but we have a sk—
[crosstalk]—we have a sk—

M. Redmond: —[?] have to wait and see what happens

G. Kirkpatrick: Yeah—

M. Redmond: —we're just gonna [?]

G. Kirkpatrick: —it's it's a ske—I'm sorry.

M. Redmond: —not getting a lot of be—getting beat up about stuff though.

M. Kissinger: No.

G. Kirkpatrick: No, uh really uh amazingly that's why I put specifically in my report the thank you to the community because they've just been so supportive, um really uh just a, you know, a lot of thank yous as people are coming into the library and again I get to I get to feel all that love as they're coming in 'cause I'm standing at the front door, so.

M. Redmond: All right, good.

G. Kirkpatrick: Um you know but I think uh we have such a skeleton crew on Saturday; running a curbside actually takes more people than running browsing—

M. Redmond: Oh I know it does—

G. Kirkpatrick: —And I think we

M. Redmond: —yeah.

G. Kirkpatrick: I think we would have [*M. Kissinger mouths 'yeah'*] some challenges to do that I, you know, having enough Saturday people to be able to do that might be a challenge for us, so.

M. Redmond: Okay.

G. Kirkpatrick: Yep.

M. Redmond: Thank you.

G. Kirkpatrick: You bet.

M. Kissinger: Okay any other old business? Okay any future business? Anything on people's minds? Point anything for the good of the order? Um how about public participation?

G. Kirkpatrick: [?] go back and check.

M. Kissinger: Okay.

G. Kirkpatrick: Okay, I don't have any other public comments.

M. Kissinger: Okay great, I'll take a motion for adjournment then.

C. Wijeyesinghe: So moved.

M. Kissinger: Okay. Second?

M. Walsh: Second—

M. Redmond: —I'll second. *[M. Walsh mouths "oh" and smiles]*

M. Kissinger: Okay. Great, thank you; all those in uh in favor signify by raising your hand. Any oppose? Okay thank you very much, thanks for the meeting.

G. Kirkpatrick: *[crosstalk]* *[?]* Thank you. *[crosstalk]*