

Roland Board of Trustees Meeting
221 North Main, Roland, Iowa
Tuesday, March 17 at 1:00 pm

- I. The Roland Library Board meeting was called to order at 1:03 pm. The following Board members were present: Andy Oetker, Shauna Anthony (via telephone), Darla Anderson and Bruce Gauley and Library Director Laura Urbanek (via telephone). Melissa Webb, Roland Library's new children's librarian, was also present. Board member Joy Thye was absent
- II. New Business: A. COVID 19
 1. Closure: The board discussed the need to close the library due to COVID 19. Reopening date will be based on new information and recommendations from the state. Andy Oetker made the motion to close the library until further notice; seconded by Shauna Anthony. Passed 4-0.
 2. Programming: There will be no on-site programming during the duration of the closure.
 3. Home delivery/curbside delivery: The board discussed offering a safe alternative for patrons wanting to check out items during the closure and agreed to limited curbside pickup as a solution. Patrons will be asked to submit their requests via email, with a limit of 5 items per patron. The \$1 fee for new release DVDs will be waived. Andy Oetker made the motion to offer curbside pickup on Mondays, Wednesdays and Fridays from 5-7 pm starting Friday, March 20. Darla Anderson seconded the motion. Passed 4-0. Staff will empty the book drop each day, disinfect the returned items and set them out on tables in the back room for a 3 day quarantine period before placing them back on the shelf.
 4. Staffing: Staff will work hours as necessary to maintain limited operations during the closure. Motion by Darla Anderson, seconded by Andy Oetker to pay the three permanent staffmembers for the hours they would normally work, as those funds have been budgeted for salaries. Passed 4-0.
 5. Computers: This is a non-issue since the library will be closed.
- III. Adjourn: Andy Oetker motioned that the meeting adjourn at 1:38 pm. Darla Anderson 2nd. Passed 4-0.

Submitted by Andy Oetker, Acting Secretary