

Cleburne Public Library Advisory Board
September 14th, 2020 minutes
Meeting called to order at 6:18 PM

Members in attendance:

Sharon Corder
Barbara Elaine
Mindi Jackson
Helen Knight
Joyce Petross
Essie Smith

Meeting was called to order by board President, Essie Smith at 6:18 pm. Presence of a quorum. Treasurer's Report new balance: \$3, 056.38 Previous balance: \$6,357.63. Treasurer's report was approved by Mindi Jackson and seconded by Barbara Elaine.

Discussion:

- March minutes were read. They were approved by Sharon Corder and seconded by Helen Knight.
- Library update: Staff were allowed to continue working in the building during the closure of ten weeks from March 16th – May 26th.
- Changes at the library since closing; staff weeded and shifted many areas of the collection. The adult non-fiction was of special concentration. Additional shelving was placed to make room for large print fiction. Reference was downsized and moved. All Spanish print materials are in a central area for adults and youth. Equipment for the Maker Corner was purchased which included three sewing machines, Cricut, Brother Scan n' Cut, photo scanner/printer. Staff trained on use of equipment. Use policies were developed. Maker Kits were put together and finalized.
- Staffing changes: Associate Librarian, Susan Reyna resigned her position April 1st. Rachel Slimp was hired as Associate/Youth Librarian. Carrie Chase began as a full-time library assistant to fill a vacancy. The two part-time assistant positions were vacated and remain frozen.
- Reopening: During the COVID-19 shutdown, library services were also halted. Curbside pickup of materials began on . Before reopening, staff submitted sanitizing and quarantining procedures to be approved by Fire Chief, Scott Lail and Dr. Michelle Beason. Occupancy was set at 20, then 40 in accordance to restrictions set by Governor Abbott. On May 26th, the library reopened with a normal operating schedule with the exception of no operating hours on Thursdays.
- Staff held online SRC with read tracking software. Participation peaked at over 300. Prize packets were available those who completed weekly reading. Local businesses continued their participation by donation of various coupons.
- The library will receive a TexTreasures Grant of \$25,000 from TSLAC to begin digitizing of the Times Review microfilm and bound newspapers. The award will digitize approximately 20 years.
- There being no other business, the meeting adjourned at 7:27 pm.