

Smithfield Public Library
Board Meeting
October 21, 2020, 7 pm

Attending: Marilyn Benavides, April Godderidge, Michelle Thompson, Bill Emmett, Holly Jones, Todd Durrant, Eric Bingham, and Deon Hunsaker from the City Council who was filling in for Wad Campbell.

Welcome: Bill welcomed board members and the minutes from the September 16, 2020 board meeting were approved.

Judging the Halloween Pumpkins: The board judged the pumpkins that were decorated at the library. All participants will be given a book as a prize.

Thank you to Holly Jones for donating pumpkins: Board member Holly Jones donated about 20 pumpkins to the library.

Smithfield City's updated COVID policy (mask etc.): The new policy states that masks will be worn by all employees and patrons in all indoor settings. The library will now ask all patrons to wear a mask. Before they were just encouraged to wear a mask.

Book Sale Saturday, October 24, 9:00-12:00: The city council feels that the book sale should not be carried out this year due to concerns regarding COVID. When Cache County numbers drop, then the board will revisit the idea.

Board Meeting schedule: The board decided to change the meeting schedule from every month to every other month beginning in January.

All library programs will remain virtual through May 2021: Due to the high numbers of COVID-19 cases in Cache County, the library will continue to run virtual programs into next year. The virtual programs have been a big success so far.

Ideas on how to get overdue books returned: Marilyn would like the board members to think about new and improved ways for the library to encourage people to return their overdue books. We will discuss it at our next meeting in November.

City Council Report: Wade informed us via e-mail that Marilyn can utilize a line item in her building maintenance budget for window cleaning. Marilyn contacted a company who can clean the outside of all the 140 windows for \$310. It would cost considerably more to have them clean both the inside and the outside. She feels like the library staff can clean the inside of the windows to save money. New carts and bins can be purchased using the CARES funding. One concern is that the cost to ship the carts is almost the same as the carts themselves. Marilyn has checked Amazon, but the quality of the carts are very poor. She will continue to try to find another alternative.