

LYNX! Directors Meeting
July 17,2020
Virtual Meeting

CALL TO ORDER: William called the meeting to order.

PRESENT: Tara Bartley (TFPL), Gretchen Caserotti (MLD), William Lamb (MHPL), Lacey Welt (CPL), Shanna Decker (BPL), Kristine Miller (BPL), Laura Primrose (HPL), Mary DeWalt (ACL), Steve Bumgarner (EPL), Alyce Kelly (EMM), Tam Svedin & Jana Cutforth (KPL), Claire Connley (NPL)

AGENDA REVIEW:

Claire Moved to approve; Kristine seconded. Motion carried.

Approval of Minutes:

- April 17, 2020

Tara motioned to approve; Gretchen seconded. Motion passed.

LYNX! FINANCIALS:

Financials were not complete for review. Will be emailed to directors for approval.

Circulation Report

William for Lindsey - Circ Managers met on 7/9 for a roundtable. Discussed Polaris standards.

LYNX! Polaris Standards – Previously called “Polaris Expectations vs Reality”

William for Lindsey – Shanna suggested making them like ILS standards to be clear in case of migration in next few years.

Auto renewals, checkouts, open access libraries will be fine free, notification timelines, align together for better customer service. Will come back to directors for approval. Recommendations about where system settings can be aligned.

William moved to approve; Gretchen seconded. Motion passed

Additions to LYNX! Polaris Standards

William for Lindsey – Requesting approval to approve:

LYNX! Libraries will participate in autorenewal - LYNX! Libraries will abide by the current input standards for patron records - Open Access Libraries will be fine-free

Would help if political situation changes for city libraries

Kristine moved to approve; Tara seconded. Motion passed.

Courier Update

Kristine - Courier is fully back with routes, working well. Each location can have more than 2 bins. Load balancing is done, systems are normal.

Is there a different process besides email when there are issues with courier? No process improvement needed.

COVID Updates

Haley - On 6th opened for limited computer services, no browsing. Schools opening 8/17 may start browsing then.

Twin Falls - Open for about a month, limit of 6 computers for 1 hour. Taken away chairs, average of 300-350 people a day. Not requiring masks, staff required to wear masks. Sneeze guards. One staff member couldn't wear mask, have separated them. All plexiglass between staff and patrons in Circ area. Eliminated curbside.

Mountain Home - Open for most everything. Tables and chairs blocked off for social distancing. Staff has wanted to come back. One quit because masks were mandated. No sneeze guards, at normal hours.

Boise- continuing curbside and open with alternative service delivery.

Meridian – concerns for asymptomatic carriers. Remind staff about distancing. Shifting schedules to smaller teams. HR has spent a lot of time with employees, a lot of individual employees. Clear face shields for lip reading, book displays are outside. Preparing in case of another closure and for when fully open.

Nampa – Closed lobby with rising numbers. Checking out materials through both curbside and Alleyway pickup.

Alyce has question about volunteers? No volunteers for most libraries. Meridian has volunteers who work from home.

Ada– Out of an abundance of caution Ada is closed.

School using Victory sprayer. Maybe just disinfect areas where infected staff were so don't have to shut down. Handheld fogger?

We don't know enough about air transmission. Space effects when you can open and what you can do.

Governors order for online open meeting law has expired. Extended proclamation? Will share anything we find out.

Roundtable sharing of Major/interesting projects

Haley – Director will be chosen soon. Plugging along.

Mountain Home- reductions in budget operational lines, eliminated part-time position, staff will get 4% raise. Replacing flooring and carpeting. Will try to stay open during revamp. Got email from Haley Board questioning standards and reduction in budget could they get kicked out of LYNX? Won't get kicked out because of temporary reduction. Letter to identify standards change this year. Emmett may

have to reduce staff hours. Look at agreement will put together letter to support each other. Maintain flexibility. Get it on record. Standards that will need to be met in the future. William will type up a letter and send to everyone.

Nampa – Large art murals have been installed in the local history area using funds through the Foundation in honor of former library director Karen Ganske. Will be installing permanent exterior curbside pick-up window. Hope to have it open before weather hits in fall.

Ada – Automatic doors installed at lake Hazel. Finished giant project at Victory, building painted, new landscaping. Patio being refurbished. Looking at more telework opportunities and virtual programming.

Boise – Budget, no cuts or increases. Shared link for library director survey from Boise. Engaged staff in process improvement process. Staff working in groups to improve services.

Garden City – Lindsey not present.

Twin Falls – Difficult to look at long term projects. Completed budget, no budget cut or increase. Looking at implementing home deliveries, have a new smaller van. Looking at RFID in the next couple of weeks.

Meridian – resuming strategic planning process, virtual focus groups. Budget assume 3% allowable increase each year. Will submit for 3 % and prepare for possible political problems. Unbound, construction bidding was taking place when COVID happened, was supposed to begin summer, will probably be Nov or Dec. Linder village has been fast tracked; lease has been signed. May open summer 2021 or fall. Examining programs and outreach. Restructured Cherry lane positions, duties to be more efficient. Reorg going on. Supervisor position will be opening. Friends just piloted library bag Booksale, sold out. \$5 a bag cash only.

Emmett – Finishing SR program, reimaged it this year, over 300 kids participating. Fictitious King Dewey puts out royal decrees. Drawing on finished projects, pictures sent in. Library is open. Allowing people to browse for 30 minutes. 50% capacity are allowed in, may be reduce to 25%, will discuss with Board. No change in budget. Outreach summer program has been well received.

Eagle – Budget will be flat. Has been wide open like the rest of Eagle. Continually changing procedures, interesting.

Caldwell – Wrapping up budget cycle for next fiscal year. Open to public for limited services. Monday all Caldwell buildings will be closed. Continue with curbside and limited computers.

Kuna – Wrapping up on construction, finishing earthquake damage. Donation of cake pans for circulating 15-20. Summer library going. Kits and videos are being distributed. Virtual storytimes. Open for browsing, curbside is available.

Adjournment

11:36am

Next meeting:

Boise Public Library October 16,2020 (most likely virtual)