1. **Opening of Meeting**

   A. **Call to order**

      Mr. Kevin Botterbush, President, presided and called the meeting to order at 5:30 p.m.

   B. **Determination of a quorum**

      Members present:

      Mr. Kevin Botterbush               President
      Mr. Peter Tassinari                Vice President
      Dr. Melissa Batchelor              Secretary
      Dr. Jill Lane                      Trustee
      Ms. Kim Shoemaker                  Trustee
      Mrs. Mary Lou DeGrand Watson       Trustee

      Members Absent:

      Mrs. Karen McAtee                  Treasurer     Excused

      Others present:

      Ms. Bernadette Duvernoy            Executive Director – THPLD
      Ms. Sue Hardin                     CFO, Asst. Dir. - HR – THPLD

C. **Recognition of visitors to the meeting**

   There were no visitors in attendance.

D. **Approval of agenda and requested changes to consent items**

   1. A motion was made by Dr. Batchelor, seconded by Dr. Lane, to approve the agenda. There were no changes to the consent items.
D. Personnel
   No meeting; no report

5. Director’s Report

In addition to her previously submitted written report, Ms. Duvernay discussed the following topics:
   • Plans are underway for a proposed reopening date of March 15, 2021. The following will apply as the buildings are reopened:
     1.) We will maintain current (reduced) hours of operation;
     2.) All persons over age 2 will be required to wear masks while in our buildings;
     3.) There will be a reduced number of computers with one hour limit per patron;
     4.) Casual seating and toys have been temporarily removed from all buildings;
     5.) Materials will be quarantined for three days;
     6.) No study rooms or study areas available;
     7.) Walkways must remain clean of patron belongings (no loitering);
     8.) Occupancy will not exceed 50% capacity in any building;
     9.) Staff will clean high-touch surfaces throughout the day
     10.) Curbside service will continue for patrons who are uneasy about entering buildings;
     11.) Homebound deliveries will likely resume on April 1, 2021.

BOARDS MEMBERS CONCURRED WITH REOPENING STRATEGIES
   • Staff Development Day, which usually occurs in April, will be postponed until September

8. General Discussion

Mr. Botterbush assigned a Long-Range Planning Committee to begin work on the 5-year plan for The Hayner Public Library District. Members of that committee will be Peter Tassinari, Chairperson; Melissa Batchelor and Kim Shoemaker. Mr. Botterbush encouraged the members to begin meeting within the next few weeks. Committee reports will become an agenda item beginning with the April meeting.

9. Adjournment

There being no further business, the meeting was adjourned at 5:49 p.m.

Approved by THPLD board action on April 22, 2021.

Melissa Batchelor, Secretary