

For information regarding these minutes please contact:

Anwan Baker
Library Director
Telephone: (209) 333-5540

A. Call to Order / Roll Call

Trustees Present: Rick Seim, Pam Williams, Gene Chow, Caitlin Casey, and Frank Kooger
Also present: Library director Anwan Baker, City clerk Jennifer Cusmir, and Yvette Herrera

B. Introductions

C. Approval of Minutes

D. Comments by the Public on Non-Agenda Items

THE TIME ALLOWED PER NON-AGENDA ITEM FOR COMMENTS MADE BY THE PUBLIC IS LIMITED TO FIVE MINUTES.

If you wish to address the Library Board, please refer to the Special Notice at the beginning of this agenda. Individuals are limited to one appearance during this section of the Agenda.

E. Comments by Board Members on Non-Agenda Items

F. Reports: Written

F-1 Library Reopening Plan – Director Baker
Regular Pre-Covid-19 Hours

Monday-Thursday-10am-8pm / Friday Closed / Saturday and Sunday-10am-5pm

We have been given permission by the City Manager to reopen in a limited capacity. We will be following all CDC guidelines on social distancing and sanitation.

The proposed hours of operation are:

- Hours-9am-1pm Curbside & 2-6pm in -person / Mon-Thursday / Fri-Closed / Saturday 10-1pm curbside and 2-5pm in-person / Sunday Closed (essentially matches the in-person hours of Stockton Library)

Reasons-

1. To help mitigate bringing large groups of people together and to promote social distancing
2. we lost many staff members during the pandemic. 2 full-time staff retired and many other part-timers have found full-time work or are unwilling to return due to the pandemic.

We have submitted forms to HR to post the Senior Library Assistant position, the library aide position, and reference associate. We will begin to schedule interviews as soon as we have an applicant pool from the recruitments.

Grab and Go Library Service Model

Available Services:

- 30 minute in-person visits
- Browse and check out Library materials
- Pick up materials on hold
- Access public computers and printing, with limited staff assistance (by appointment only)
- Obtain a Library card and manage Library accounts
- Curbside Service

Unavailable Services:

- Chairs and tables for reading and studying
- Interactive toys for children
- Extended research assistance
- In-person programs
- Used book sales
- Study rooms
- Meeting rooms
- Donation of materials

Library Retrofit

- Scheduled with Facilities crew for the week of April 12th
- Facilities will also help us move tables and chairs to the CMR if it is available(testing)
- Plexiglas guards will be installed around the service desk and both computer areas
- Sanitizer and wiper dispensers will be installed throughout the building.
- Directional and social distancing signage will be posted throughout the building

PPE

The library will provide staff with the PPE needed to safely perform their jobs. Face masks will also be offered to patrons that do not have one.

Security

- 2 Security Officers Likely needed initially
- One stationed in the lobby, and 1 roaming the building to ensure policy compliance

Staffing

- Librarian will come on May 17th which will help out our staffing for the reference desk. He will also be mainly responsible for, with my guidance, collection development, and eventually Teen programming as well.

Testing Center

- The COVID-19 testing center has moved to a new location (the former Joe Serna charter school)
- We are now moving extra tables and chairs into that area for storage to promote social distancing.

Opening Date

- Projected reopening date is April 26, 2021

- Will need staff back 1 week prior to opening to train them on the newly installed ILS and new Covid-19 protocols + operating procedures. Staff will return on 4/19 to begin training.
- Website and Social Media posts will be made once opening date is confirmed (at the end of the week)

F-2 Private Sector (Trustees') Investments Report – Director Baker
Phillips Financial has shown an increase of 14% over last year.

G. Adjournment 12:30pm

Pursuant to Section 54954.2(a) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day.

Yvette Herrera
Literacy & Programs Manager

All staff reports or other written documentation relating to each item of business referred to on the agenda are on file in the Office of the City Clerk, located at 221 W. Pine Street, Lodi, and are available for public inspection. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation contact the City Clerk's Office as soon as possible and at least 72 hours prior to the meeting date. Language interpreter requests must be received at least 72 hours in advance of the meeting to help ensure availability. Contact Anwan Baker at (209) 333-5540. Solicitudes de interpretación de idiomas deben ser recibidas por lo menos con 72 horas de anticipación a la reunión para ayudar a asegurar la disponibilidad. Llame a Anwan Baker (209) 333-5540.

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