

Springfield Public Library Advisory Board
Notes June 2, 2020
GoToMeeting

Attending: Emily, Sean, Ralene, Amy, Heather, Linda, Mary Beth, Lyn, Christine, and Angela

1. Call to Order/ Changes in the Agenda

The meeting was called to order at 5:37. Emily added an item "Yard Sign Campaign" to the agenda under New Business.

2. Business from the Audience

None. The meeting was posted on the website.

3. Approval of Minutes - March 7, 2020

Ralene moved and Amy seconded to approve the meeting notes as is, although somewhat incomplete.

4. Communications

None

5. Board Member Updates - How are you?

Each member gave a quick update on what they have been doing during the Covid outbreak.

6. Library Director Report

Library Update on services since closure- The staff miss interactions with patrons, but have been keeping busy. Emily has been serving on the Emergency Response team for Springfield helping with the LatinX community. Staff has been working from home and answering phone calls - over 500 by mid-May. Kristin has been answering phone questions in Spanish. Temporary digital cards have been made available for people to access online services during the shutdown. They have been successful and some form of them for a reduced fee may be available later. Some material funding was shifted to provide more digital materials. A donation was received and used to purchase digital Spanish language materials. About a hundred YouTube videos have been made providing activities, stories, drawing lessons, etc.

Reopening Plans- May 18, returns started being accepted in the book drops. So far about 1300 out of 13,000 items have been returned. The current protocol is to bring the book bins into the library and dump on the floor where they sit for 3 days before being handled. Nothing is due until June 15 and there will be no fines. Starting tomorrow, holds can be picked up with no touch delivery. Emails will be sent out tonight to notify patrons that have holds to pick up. There are 400-500 holds. Hours for pickup will be limited to 1-3. Patrons will park with the guidance of cones in the lot and call in. Their materials will be delivered to the curb or put in their trunk in a red bag. Emily has done an interview with KLCC with the Eugene librarian about

curbside circulation. Further opening up procedures are still being worked out with city hall. Plexiglass screens have been installed at service desks. The reference staff has been developing a Covid resource list. Computer and printer use is missed and hopefully will be back in some form soon.

7. Old Business

Community Survey - The 2 versions (Verb and ours) of the survey have been merged into one. Probably not a good time to conduct that survey now. Possibly a pre-survey? (see new business)

Website - More time has been available for staff to work on the new website.

8. New Business

New Survey for Patrons - We may send out a survey to patrons regarding digital services during the Covid pandemic. This could show which services were liked and what else could be offered. Emily will send out a list of all of our digital resources that we can use to help plan a survey.

Yard Sign Campaign - Public Services group is working on a slogan to put with the website and library logo to put in yards and promote the library. The advisory board agreed to help distribute the signs.

9. Announcements

The Get on Board program has pivoted to become Get OnLine. Hot spots have been purchased to circulate along with digital cards. The Outreach position for this is open. Amy mentioned that Hamlin has wi-fi in the parking lots for those who don;t have access at home. Current hours are 8-4.

The library is applying for a grant from Weyerhaeuser to purchase library lockers. Patrons could put a hold on something and it would be placed in a locker that they could open with their library card. This would add service to the Thurston area and St. Vinnie's has agreed to have them at their site.

The meeting with potential building project partners has been postponed until October. The plans developed by architecture students also didn't get showcased.

All programming will be virtual through the summer.

The meeting was adjourned at 7:00.

Notes submitted by Ralene Linneman