Present: In person - Tammy Shoemaker, Sherry Wellman, Leo McClaskey & Jessica Buhrman. Via Zoom: Cathy Gordon & Lynn Allen New Board Members present: Gil Bunning -In person, Crystal Willich -Via Zoom. Missing: Nancy Martin

**Call to Order:** Tammy Shoemaker called the meeting to order at 5:20pm. This is a special meeting regarding current Pandemic necessities and facility construction needs.

**Agenda:** There is no formal agenda for this special meeting.

**Minutes:**  Apr 14th meeting minutes not presented but is available upon request.

**Director's Report:** Directors Report available but not reviewed.

**Treasurer's Report / Budget Review:** April’s Expense Report, Payroll Summary & Profit & Loss Reports were presented but not reviewed. Checks needing signatures were presented to be signed. The board was informed that virtual budget training from NEKLS was coming up that was originally to be part of the APPLE training. Jessica Buhrman will still be a part of that training, the first was this morning at 11am, the next one is on June 10th at 11am. This will begin preparation for the budget planning in the next months.

**Correspondence:**  None

**Old Business:** Updates were given to the board regarding the now finished lighting work done for the Library. It has all now been converted to LED. The same fixtures were used, but the wiring was replaced or redone, the ballasts were disconnected- now we will not have any more ballast fires taking out our lighting, high efficiency (using only $2 a year in energy each) LED light bulbs replaced the outdated & nonworking fluorescent bulbs. The wiring issues in the basement were repaired. New wires & lights were installed in the front entry carriage lights & motion light below in the bottom East exit. LED bulbs were placed in the EXIT signs, existing motion lights & entryway hanging light. Track lighting & LED movable lights were installed in the stairway to create a more visible & safe threshold.

Discussion was held regarding the email the Director sent out on Apr 22nd which held the following information: While our electricians were working on the electrical updates & fixes we discovered our previous water issues with the walls had returned & are much more severe than anyone could have guessed. Yesterday we discovered multiple issues with old patchwork that had not held up. But the worst issues are by the South window (which was not replaced when the rest were & where the non-functioning electrical lines are) yesterday we observed raised areas, & what appeared to be mold of many colors on the wall where we were moving heavy filled cabinets that had been there for years. These cabinets have kept this problem hidden & making it appear less severe on the area above we could see. Today as the guys were continuing to do the work, the wall that was just behind a cabinet that was "poufed" out started falling apart, when one of them put his hand to the wall to brace himself as he lowered to the ground to work on the nonfunctioning electrical line. Apparently the mix that was used to plaster has completely failed & disintegrated. There is nothing but wet sand remaining in the gap as a wall in this location. The best guess of the issues is the window egress & the drain from the roof that is supposed to be draining through the tile system are one or both backed up or broken & pouring water into our wall. The drain in the egress is on the side of the area & not recessed so it is not able to even drain anything. We have no choice but to figure out how to fix this problem immediately. The electrical guys are calling several contacts that they know of & trust to come in & look at the issues & give us estimates. I am attaching pictures to this email of the wall with the main issues & the other wall "repairs" from around the basement as well as the window egress issues.

With this information as well as updates that we received from the guys who were able to look at the issues, the board tandemly agreed that this is an immediate issue & we would search for repair men & estimates immediately. Also we will reach out to the health dept. about the “fuzzies” found & what recommendations they have.

Director shared current updates & recommendations of NEKLS, KLA, State of Kansas & Health Dept. regarding how the pandemic continues to affect Libraries across the state. A supply checklist was provided for mandated needs of PPE for staff & patrons, as well as cleaning procedures. Report was provided from Forbes reviewing pandemic classifications regarding Libraries from Johns Hopkins & the outcry from Librarians across the nation for the supreme inadequacy in those classifications.

Updates were provided to the board regarding the progress of employees and the work being done to prepare the library at the facility & their work at home. Discussed also was the status of obtaining cleaning supplies & PPE, due to the especially high-risk status of half our staff members & the remaining staff being juveniles.

The Board discussed the continued closure of the Library and how all the changes affect our status. Options for curbside, partial & full opening were presented & considered. The board in its entirety felt a plan or move of reopening was not viable to vote on at this juncture, so we would continue on as we are with full closure & paid leave.

Updates were given on the upcoming NO Hunger Summer lunch program & a secondary food distribution program that may be available.

Library Giving Day Apr 23rd was discussed, it was held this year virtually, Due to the current climate of the world situation. Our online foundation link with the National funding drive & hosted by NEKLS received no donations this year. Efforts to request local business to assist in donations was done via statement request letters by mail. Through that mail program & a direct donation in memorial of past Librarian Alice Carleen Jacobson Howieson a total of $600 dollars were raised for our yearly donation drive.

**New Business:** A quick turnaround grant option became available that was created to assist in purchasing new laptops for small libraries for staff use for work & summer reading program virtual transference & maintenance. This grant awards based on budget level guidelines for the applying library. Our level library can apply for $600. Lynn Allen provided a base narrative to work from & Jessica Buhrman altered this narrative, completed the application & submitted it for review.

The Board entered executive session at 6:03pm to discuss personnel matters. The board exited executive session at 6:08pm. Action was taken to acknowledge that Assistant Librarian Alicyn Willich was past her year term with the Library & was due for her formal review & wage increase consideration. With the knowledge of her great actions this fall during staffing issues & currently in her dedication to the continued operations of the Library the board granted her a wage increase.

All those present expressed their gratitude to Sherry Wellman & Leo McClaskey for their service to the Board these many years.

**Adjourn**: Motion was made by Sherry Wellman, seconded by Leo McClaskey to adjourn. Motion carried. Adjournment at 6:15pm Next meeting will be May 13th at 5:15pm, via zoom & in person.