

Monday, June 15, 2020  
5:00 p.m.

**I. Call to Order**

The Board of Trustees of the Wheaton Public Library held its regular monthly meeting on Monday, June 15, 2020. Board President Christine Fenne called the meeting to order at 5:03 p.m. Members present electronically at roll call were: Alan Herbach, Bob McDonough, Joe McHaley, Laurie Metanchuk, Simone Morton and Kathryn Staron; present in person were Christine Fenne and Vallari Talapatra. Absent: Bob Lyon. Betsy Adamowski, Library Director, Ed Sirovatka, IT Manager, and Lisa Christell-Sandri, Library Finance Manager and recording secretary for this meeting, attended in person.

**II. Citizens to be Heard**

There were no citizens to be heard.

**CONSENT AGENDA**

**III. Minutes for the May 18, 2020 Board Meeting**

**IV. Financial Reports for May 2020 and Bill Listing for June 2020 Payment**

Ms. Morton moved and Mr. Herbach seconded to approve the Consent Agenda items.

**Roll Call Vote**

Ayes: Ms. Staron  
Mr. McDonough  
Mr. McHaley  
Ms. Talapatra  
Ms. Morton  
Mrs. Metanchuk  
Mr. Herbach  
Mrs. Fenne

Nays: None

Absent: Mr. Lyon

**Motion Carried**

**V. Friends of the Library Report – Mrs. Adamowski**

There was no report.

**VI. Library Director’s Report for May 2020**

Mrs. Adamowski said that she and Ed Sirovatka, IT Manager, were in the process of interviewing for the Building Supervisor position. She also thanked Mrs. Fenne and her sister for the colorful “yarn bombing” they did in the front part of the Library over the weekend.

**VII. Unfinished Business:**

**A. Library Reopen Plan - Discussion**

Mrs. Adamowski said that she hosted a virtual meeting with neighboring libraries and there was discussion of Phase 4 reopening. Many libraries are looking to open on July 7<sup>th</sup>. Mrs. Adamowski stated that, because of so many open staff positions, it would be a challenge to open the library then. She is looking at a July 13<sup>th</sup> possible opening. Mrs. Adamowski is hopeful

about filling the open positions in the next months. Due to both the Head and the Assistant Head of Circulation retiring at the end of June, Deputy Director Dawn Kovacs will step in as the interim Head of Circulation. The plan for opening is to provide 3 ways for patrons to use the Library using safe distancing and requiring face masks along with other safety measures. These are: 1.) continuing with the many virtual choices that are currently being offered, 2.) continuing the curbside pickup and 3.) being open for patrons to “grab-and-go.” Grab-and-go will allow patrons to come into the Library for a short period to browse books and AV items on the first floor and tween section of the lower level. They will also be able to use the computers for 30 minutes. The interior book drops will be open, but tables and chairs will not be available to use and there will not be any programming in the library. Initially only Wheaton cardholders will be able to come into the library.

**VIII. Library Reopen Plan Interior Work – Discussion**

- A. Mrs. Adamowski told the members that, among other things, the current Circulation service desk will need to be changed and that some of those costs may be covered by the CARES Act. The City is working with the Library to recover COVID-related costs. She stated that the interior work to be done concerning COVID safety is falling within the initial plan with Studio GC, the Library’s architects. Some changes would be removing the Circulation Desk, having larger staff workrooms and moving/adding self-serve kiosks all to create safe distancing.

**IX. Board Member Comments (Round the Table)**

Mr. McHaley said he was at the Library the first day of curbside pickup and it was very organized. He stated that the staff did a great job. Mrs. Fenne asked about whether the Library would be open on Saturdays. Mrs. Adamowski replied yes, but the hours have not been determined yet.

**XIII. Adjournment**

There being no further business of the Wheaton Public Library Board of Trustees, Mrs. Metanchuk moved and Ms. Morton seconded that the meeting be adjourned. A voice vote was taken and the motion for adjournment carried at 5:25 p.m.

Respectfully Submitted,  
Lisa Christell-Sandri  
Finance Manager