

**Clear Lake Public Library**  
**Library Board Meeting**  
**July 7, 2020**  
**Minutes**

Meeting was called to order at 5:00 p.m. by President Marie Bannink.

Quorum was met: Present were Marie Bannink, John Hazen, Debra McMahan, Marci Meyer, Patricia Mitchell, and Christine LaFond.

Motion was made by Marie Bannink and seconded by John Hazen to approve the agenda. Motion passed.

Approval of the minutes of the June 2, 2020 minutes. Motion was made by John Hazen and seconded by Patricia Mitchell to approve the minutes. Motion passed.

Approval of the payment of the bills. Motion was made by John Hazen and seconded by Patricia Mitchell to approve payment of the bills. Motion passed.

Librarian's Report

- Curbside pickup is going well

Re-opening of Library:

Christine presented the following documents

- Staff tasks
- Thoughts for Re-opening
- Hello Library Supporter letter – placing in curbside delivery bags
- Epidemic & Library Health Emergency Policy – Motion was made by Marci Meyer and seconded by John Hazen to approve the policy. Motion passed.
- COVID Specific Clear Lake Public Library Personnel Policy – Motion was made by Marci Meyer and seconded by Debra McMahan to approve the policy. Motion passed.
- COVID Specific Clear Lake Public Library Behavior Policy: Patron Responsibilities and Conduct – Motion was made by John Hazen and seconded by Debra McMahan to approve the policy with the additional language of “No more than one individual can browse. Exception of one additional individual living in the same household”.

Motion was made by Marci Meyer and seconded by Marie Bannink to adjourn. Motion passed. Meeting adjourned at 5:54 p.m.

Approved: September 1, 2020