

NEW CARLISLE - OLIVE TOWNSHIP PUBLIC LIBRARY
REGULAR MONTHLY BUSINESS MEETING

Tuesday, March 17, 2020

6:30 P.M.

AGENDA

CALL TO ORDER

The meeting was called to order at 6:33 p.m. by President Tara White.

PRESENT

Tara White, President
Terry Bailey, Treasurer
Adam Podell, Member
Carol Hesch, Member
Brad Ellett, Member
Stephanie Murphy, Director
Amy Schrock, Assistant Director
Wendy Arndt, Administrative Assistant

ABSENT

Mindie Colanese, Vice President
Casey Gumm, Secretary

CONSENT AGENDA

- APPROVAL OF MINUTES
- STATISTICS
- DEPARTMENT REPORTS
- PAYMENT OF CLAIMS

Terry Bailey made a motion to approve the Consent Agenda. Carol Hesch seconded the motion. Motion carried.

REPORTS

- DIRECTOR'S REPORT

Director Stephanie Murphy attended the Public Library Association conference in Nashville. Stephanie has been learning our new summer reading software, Beanstack. The renovation project continues. Drywall is up, much of the painting is complete and the tile in the bathroom is going up. They are planning on starting the roof around March 23rd. Plans are in the works for the switch from Phase A to Phase B. The Local History Room has been packed up. The Covid-19 is an evolving situation. Our current personnel policy states that we will pay scheduled hours for emergency closings.

- FINANCIAL REPORT

UNFINISHED BUSINESS

NEW BUSINESS

1. Carol Hesch made a motion to extend the Emergency Closing Policy to this situation with the Covid-19 virus. Brad Ellett seconded the motion. Motion carried.

PUBLIC COMMENTS

Stephanie Murphy stated that the State Library said that future Board Meetings can take place virtually, if necessary.

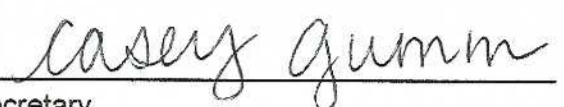
OTHER BUSINESS

ADJOURNMENT

Terry Bailey made a motion to adjourn the meeting. Carol Hesch seconded the motion. Motion carried. Meeting adjourned at 6:46 p.m.



President



Secretary

RESOLUTION OF THE NEW CARLISLE - OLIVE
TOWNSHIP PUBLIC LIBRARY BOARD OF TRUSTEES

Recital

On March 6, 2020 Indiana Governor Eric Holcomb declared a public health emergency in the State of Indiana as a result of the Coronavirus Disease 2019 (“COVID-19”) outbreak, and on March 13, 2020 the President of the United States declared COVID-19 to be a national emergency; and

On March 17, 2019 Governor Holcomb issued Executive Order 20-04 that provides that for the duration of this public health emergency, public meetings conducted pursuant to Ind. Code Section 5-14-1.5 *et seq.* should be limited to only essential matters critical to the operation of governmental agencies and entities in the State of Indiana; and

Executive Order 20-04 also provides that for the duration of the emergency, statutory deadlines requiring governing bodies of governmental agencies and entities to meet are suspended, insofar as cancellations do not disrupt essential government decisions or services. In accordance with this executive order, the Library is not required to hold its regular monthly meetings during the health crisis.

On March 23, 2020, Governor Holcomb issued Executive Order 20-08 which ordered the closing of all non-essential businesses in the State, except to maintain “Minimum Basic Operations”, such as to ensure security and to process payroll and employee benefits, and for all residents to stay at home unless to participate in “Essential Businesses and Operations”. Pursuant to this executive order, the New Carlisle - Olive Township Public Library may not remain open during this health crisis.

On March 23, 2020, Governor Holcomb issued Executive Order 20-09 which suspended the requirement that governing bodies of public agencies explicitly adopt a policy for electronic participation for meetings and suspended the requirement that any members of the governing body be physically present for meetings deemed to be essential.

Pursuant to the Governor’ Executive Orders, it is necessary and proper for the Library Board to take actions to provide for the continuation of essential operations of the Library and to pay its employees.

NOW, THEREFORE, BE IT RESOLVED by the New Carlisle - Olive Township Public Library Board that for the duration of the national health crisis and while the Governor’s executive orders remain in effect:

1. The Library Board hereby ratifies and approves the decision to close the Library on March 17, 2020 following the recommendations of the Governor of Indiana.
2. The Library shall remain closed to the public for the duration of the health crisis until further notice.
3. In accordance with Executive Order 20-04, the Library Board hereby suspends its regular monthly meetings for the duration of the health crisis. The Library Board will conduct a meeting or meetings only as necessary to make decisions or to provide for essential services critical to the operations of the Library.

4. In accordance with Executive Order 20-09, if a Library Board meeting is held, the meeting will be conducted by video conference or telephone conference with no Library Board members physically present and a quorum of Library Board members participating remotely.

5. If a Library Board meeting is conducted by video conference or telephone conference, the public and media will be permitted to participate by electronic methods only.

6. During this health crisis, the Library will pay all employees of the Library their regular pay and their regular employment benefits. Library employees are not required to use their paid time off benefits, if any, while the Library is closed to the public.

7. During this health crisis, the Library Director is authorize to provide for the timely payment of Library vendors and service providers to maintain library services and operations.

8. During the time the Library is closed to the public, employees may be required to work in the library building or at their homes when and as needed to maintain basic library services and operations as directed by the Library Director.

9. For the duration of the health crisis, the Library Director is authorized to take all appropriate action in her discretion to manage and operate the Library as provided by Indiana law and the Library By-laws.

10. For the duration of the health crisis, during the time the Library Board is unable to conduct a public meeting, for actions that customarily require the approval of the Library Board at a public meeting, the Library Director shall poll the Library Board by telephone or e-mail for a consensus authorizing the Library Director to take the required action. The Library Board shall ratify its decision and the action taken by the Library Director at the next public meeting of the Library Board.

11. The renovation project at the Library shall continue consistent with the Governor's executive order that public works construction is considered an "Essential Infrastructure" function that may be conducted during this health crisis. When and as needed, Library employees may be required to perform work related to the renovation project as directed by the Library Director.

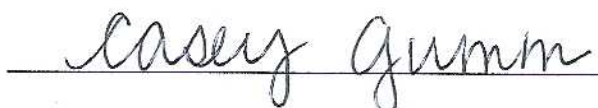
12. The Library Board shall vote by roll call on this Resolution at their virtual meeting. The Library Director shall enter the name of each Library Board member on a signature line to this Resolution together with the member's "yea" or "nay" vote.

IN WITNESS WHEREOF, we have adopted this Resolution on _____,
2020.

Tara White Aye
President



Casey Gumm Aye



Secretary

Carol Hesch Aye
Member

Carol Hesch

Adam Podell Aye
Member

Adam Podell

Terry Bailey Aye
Member

Terry Bailey

^{Ellett BE}
Brad Elliot Aye
Member

Brad Elliot