

Robert A. Fahr Watervliet Public Library (RAFWPL)
Board of Trustees (BOT) Meeting Minutes – January 20, 2021

Attendees: Dave Wheatley, Tracy Wheatley, Amanda Delap, Mike Delap, Pradip Ganesan, Karen Smith, Debbie Scott and Kevin Moran.

Banking/Finances: The library is in the process of amending who will be a signee for the library credit card. Arrangements are being made to cancel the current debit card and reissue another one, as well as obtaining a credit card for supplies, books, and day-to-day necessities. The treasurer is also looking into setting up electronic transfers for bill paying.

Curbside Pickup: The board voted to keep curbside pickup services in place for another month.

Director's Vacancy: The board has hired our new director, Debbie Scott, who will begin on February 1, 2021. Websites will be updated accordingly to give access to Ms. Scott, as well as her contact information where applicable.

2021 Budget: The board needs to start preliminary discussions on this year's budget. The Director will work with our treasurer to draft a budget for 2021.

Purchases: The library will be reviewing what media to be purchased, consisting of DVDs and digital items. Items to also consider purchasing; bookshelves and new security cases for DVDs and patron-requested books.

Hotspots: The board will continue to review its policy on hotspots, who is eligible to borrow them, and for how long. It was also suggested to look at other local library's policies, as well as stop service on a hotspot/suspend lending if not returned and fines are incurred against the patron's account.

Book Drop: The board is revisiting installing a book drop that would allow patrons to return books directly inside the library. It will be discussed with City engineers to see if this is feasible. Board members will revisit bids obtained previously.

Next BOT Meeting: The next meeting will be held Wednesday, February 17, 2021.