

# The Solon Public Library Board

## Special Meeting Minutes

November 16, 2020

### Call to Order

The special meeting of the Solon Public Library Board was called to order by *Sutton* at 7:00 p.m.

### Present

Frank Cooney, Bob Lancaster, Sandy Lawrence, Jackie Nemecek, Seth Smith, March Sutton, Kris Brown (Library Director)

### Absent

None

### Approval of Agenda

The agenda was unanimously approved as distributed.

### New Business

- **Discussion and possible action regarding the hiring process for the new library director**

Interview committees are only subject to open meeting laws when a majority (quorum) of board members are present. Ad-hoc committee members (non-board members invited by the interview committee to attend interviews) have no effect on the quorum or open meetings requirements. The interview committee has no power other than to make recommendations to the full board.

**Motion:** *Move that the Library Board appoint a 3-person interview committee comprised of voting members of the board, with the authorization to complete the process of conducting interviews and preparing a final candidate to present to the full board.*

Motion introduced by *Nemecek*. Motion seconded. Motion passed unanimously.

- **Discussion and possible action regarding modification of library services due to the increase in community COVID-19 cases**

The board discussed the latest mandates from the Governor regarding masks and other COVID-19 mitigation efforts. The board recommends maintaining all current library services, mandating masks for all patrons, and limiting appointments to two patrons per visit, which Kris will discuss at the next staff meeting. March will speak with Cami to review library plans and ensure alignment with City recommendations.

- **Motion:** *Move that we schedule a special meeting on December 14, 2020 for the express purpose of an update on the hiring process.*

Motion introduced by *Nemecek*. Motion seconded. Motion passed unanimously.

### Adjournment

The meeting was adjourned at 8:00 p.m.

**Next Meeting**

Regular Meeting: Monday, November 30, 2020

Special Meeting: Monday, December 14, 2020

**Submitted by**

Seth Smith