

## May System Meeting Notes

- Naples got new A/C this week 🍷🍷
- Carpet Cleaning:
  - Many libraries have used & recommend Beyer Carpet Care  
[Derek@BeyersCarpetCare.com](mailto:Derek@BeyersCarpetCare.com)  
Derek Beyer. Phone: (585) 746-5307 [www.BeyersCarpetCare.com](http://www.BeyersCarpetCare.com)
- RJ is beginning recarpeting, laying down connectrac for wiring & internet. New Circulation desk & new computer stations.
- Wadsworth's building expansion project will start up again on Monday! Yay!
- PAL will be completing the front parking lot paving by June 30.
- Newark received a bequest from a patron and just before shutdown had a sizeable glass-walled meeting room built, and using more of the funds to install ductless heat/AC units.
- Williamson - We applied for our final year extension since NY on Pause has extended completion deadlines for our meeting room project and our LED lighting is mostly installed, but a few fixtures are backordered due to COVID
- NYLA linked to Newark's new online literary journal "Mason Street", created by one of my staff members.
- We found that a few of the disinfecting supplies we had are not on the EPA list as effective against COVID. So would suggest running the EPA numbers through the database before adding to your plan
- Dansville got caught in limbo with getting Zoom -- anyone have any suggestions? I wasn't fast enough and my techsoup coupon number expired, I'm waiting for a call back.  
Livonia subscribed directly through Zoom. \$15/month
- Pandemic & Long term closure policy examples  
[https://docs.owwl.org/Community/CoronavirusAndLibraries#Policies\\_38\\_Procedures](https://docs.owwl.org/Community/CoronavirusAndLibraries#Policies_38_Procedures)
- WIL ordered masks through Mosiac (Seneca County ARC) via their website Artic Gear for staff. We are happy with the quality and they are washable.

## Curbside - Contactless Checkout.

- Wadsworth has just drafted a plan for "take-out" service. Staff will pull patron requests, check them out to the patron, bag them, and bring outside for pickup. A table next to our driveway. When patron pulls up they will call us. We will bring out bags and put on table, then go back inside. Then patron will get out of vehicle and pick up bag.
- As of right now Walworth planning "Panera" style pick up - ready in a bags with their last name in the lobby
- Clifton Springs will not be starting curbside until after June 30th. Staff is allowed back in on 15th and we will have alot to do during those 2 weeks
- WIL & Lyons is planning on take out service June 29
- Wadsworth thinking same timing as Clifton Springs. Staff back in building June 15 on limited basis. It will take us at least 2 weeks to get stuff back on order. Then take-out service starting, possibly, June 29.
- when you are doing curbside are you also accepting RETURNS?
  - Some libraries are. Set up a procedure so there are as few points of contact as possible. For example, books can be returned but must go into the bookdrop.
  - Wadsworth book return will be open scheduled hours only, and will be monitored by staff. Lobby area where book return is will be used as quarantine area
  - could put bins down where the book pick up is so patrons could put the returns in themselves w/out staff touching it until after 72 hours.
  - CAS is thinking of buying several large laundry baskets for patrons to dump their returns then isolating them with a date on it
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- What's the difference between curbside and take out?
  - Curbside - books are delivered to patron in their car.
  - Take out - patrons pick up books from a designated location (inside or outside)

- For curbside are you limiting the number of items patron can check out?
  - Wads has decided 5 items per card for now. We may increase that number, but wanted to start small since we will only have our own materials available.
  - MAC is Three items only.

### **Delivery:**

- what about the totes that are full from when we closed in March?
  - Items will be picked up during the clean-up delivery runs (schedule and timing will be shared in the future)
- So we'll just hold onto other libraries' books that get returned to us?
  - Yes, until they get picked up during the cleanup delivery runs

### **Computer & other library services**

- is anyone talking about computer use for patrons?
- What is a polite way to let people know they must "get in and get out?" To avoid folks hanging out...
- Most people who use our computers want to print. Without wireless printing, that makes laptops difficult.
- I have a pop up for a laptop to go outside if I had to do it...
- Avon is the only place in town for fax/copy/scan and it's a strong income source for us. Any ideas about how to provide this during the early phases with pick-ups?
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### **Book Sales / Donations**

- MAC has an ongoing book store and we do pay taxes. Even though we could keep selling used books when we open, we are not. Too risky.

## **Can we still send ISBN's to KathRyn?**

Yes, ISBNs can continue to be submitted to [orders@pls-net.org](mailto:orders@pls-net.org)

<https://docs.owwl.org/Evergreen/CatalogRequestOriginalRecordForm>

## **Any thoughts for what to say to people who see city libraries are opening now and point out why are we waiting...the city has more COVID cases than we do.**

- Rebecca Budinger-Mulhearn - Different governing bodies make different decisions.
- Ron will be sending out a press release which will provide more talking points next week.

IF we have the budget, it will be good to watch holds on popular items and order extra copies during slower return process. With the quarantine on returns, materials turn-around will take a long time. Popular items will still take a while to get through the holds list. We will have to preach patience to our users.