

East Cleveland Public Library
Special Board of Library Trustees Meeting
:to discuss opening the library due to the Corona virus pandemic closure
May 30th, 2020
Virtual Meeting
Dial in (701) 802-5431
Meeting Access Code 8081957
2:30 p.m.

Mr. Rashid called the meeting to order at 12:01 p.m.

MP3
SBOT20200530

I. **CALL TO ORDER**
A. **ROLL CALL**

Present: Mr. Rashid, Mr. Mays, Ms. Turner, Ms. Shaheed, Mr. Silvera, Dr. Harris

A quorum exists. Present – 6, Absent - 1

Also present at the table were: Mr. Carlos Latimer (Interim Director), Mr. Ross Cockfield (CFO), Mr. E.F. Turner III (Exec. Admin. Assistant).

II. **APPROVAL OF THE AGENDA**

- Mr. Mays: May I ask if anyone heard from the absent person, Mrs. McClarin.
- Mr. Cockfield: I spoke with her yesterday. This is Carlos. Yes. I spoke with Ms. McClarin yesterday. She is aware of the meeting today and the time, she is aware.
- Mr. Rashid: Perhaps she may join us at a little later on in the meeting. The next item on the agenda is the approval of the agenda. We have a motion to do so?
- Mr. Silvera: I make a motion to approve the agenda as written.
- Ms. Shaheed: I second.

Mr. Rashid: I have one other point, just a question. When we go through these various questions and statements, can we say our name first? And then that way it'll make it a little bit easier for Mr. Turner to record exactly who did what? Okay.

Mr. Mays: I'll agree with that.

Ms. Shaheed: Mm-hmm (affirmative).

Mr. Turner: Ms. Shaheed?

Ms. Shaheed: Yes.

Mr. Turner: That was Ms. Shaheed this second?

Ms. Shaheed: Yes.

Mr. Silvera: And Silvera made the motion.

Mr. Rashid: Is there any discussion?

Mr. Mays: Just for the record sake, I have spoken with Mr. Turner prior to our presence in reference to, he said he has all the information there with him as to whom is sponsoring it. And when we pass this, these resolutions as well as whom is sponsoring them.

Mr. Rashid: Okay. We have a sponsor and a second, end of discussion. Any other comments or discussion regarding this? Can we now move to approval?

Mr. Mays: I call for the vote.

Discussion: None

Roll Call Vote: Mr. Rashid (yes), Mr. Mays (yes), Ms. Turner (yes), Ms. Shaheed (yes), Mr. Silvera (yes), Dr. Harris (yes)

Yes – 6

Motion passes.

Mr. Silvera moved and Ms. Shaheed seconds approval of the agenda.

The agenda is approved.

(Ms. McClarin joins the meeting at 12:07pm)

III. Reopening Plan.

Mr. Rashid: So the motion passes and the next item on our agenda is the presentation from our staff, our team, with the East Cleveland Public Library re-opening plan. We all have the slide presentations handy, and I guess you're going to go through them. Is that the way you intend to do it, Carlos (Latimer)?

Mr. Latimer: Correct. So we all have the slides in front of us. When the library closed, we had a resolution. Number 03-03-2020 to close the East Cleveland Public Library in response to the COVID-19 pandemic. This resolution was passed by the board on March 14, 2020.

Mr. Latimer: So I don't know. Do you want me to read the entire resolution? Or, do we just need to move on since it's already old business?

Mr. Rashid: From my perspective I would like to move on, but maybe we can just poll the board members, but I'm in favor of just moving on. Cause we, we do have that already.

Ms. Shaheed: Right.

Ms. McClarin: No, I'm aware. I don't need it.

Mr. Silvera: I concur as well, this is Silvera, that we move on.

Mr. Latimer: Okay, great.

Mr. Mays: The only objection, I guess we'd get to new businesses in reference to that. It's old business. This is O. Mays, I would ask to move on to the new business.

Mr. Latimer: Okay. So the next slide is the state of Ohio timeline. We all are aware on March 9th, 2020, that the Ohio governor declared state of emergency in executive order, 2020 OID also on March 22nd, the Ohio Department of Health's Director issue a Director's order that all persons are to stay at home unless engaged in essential work activities. This order was later extended through May 1st on April 30th, the Ohio governor extended the stay at home order to May 29th and reduced some restrictions and changed it to stay safe for home.

Mr. Latimer: So we are in the reduced phase of this head home. It expired yesterday. So we are able to move forward with this proposal. Moving forward.

Mr. Latimer: We all know doing the closure. We expected less revenues coming in because that, because of the state home order, the state wasn't making money from state taxes. So our revenues were declining. So Mr. Cockfield is going to move on to the next two or three slides.

Mr. Rashid: Excuse me for one moment please, forgive me for interrupting, but would you name the slide that you're on so that we can follow it along a little bit?

Mr. Mays: Yes, thank you.

Mr. Latimer: Okay. So right now we're on 20. You don't have these numbers, the 2020 public library revenue assumptions, Mr. Cockfield.

Mr. Rashid: Which slide? I'm trying to find out which slide you're actually on now.

Ms. Shaheed: I thought it was the City of Ohio timeline.

Ms. Shaheed: Because, he just talked about the timeline. So now we're on the next one, correct? 2020 public library revenue assumptions

Mr. Rashid: Okay, I'm on the computer. So it's slide number six.

Ms. Shaheed: Yeah.

Mr. Rashid: You're going into revenue assumptions. Is that correct?

Mr. Cockfield: That's correct. That's correct.

Mr. Rashid: Okay thank you, slide number six.

Mr. Cockfield: Okay. Is everybody with me on the revenue assumptions?

Ms. Shaheed: Yes.

Mr. Rashid: Yes.

Mr. Cockfield: Okay, as Mr. Latimer alluded we're going into this, into this reopening with everything being fairly fluid, we don't know specifically what the revenue stream is going to look like. And so as a result of that, we're moving forward under certain assumptions, under certain revenue assumptions. And I'm just going to kind of quickly step through these.

Mr. Cockfield: The first assumption is based on a change in PLF statewide revenue distribution. I'll just read it, the state, the PLF statewide distribution of the current month. So we're talking about, say, for example, of, for the month of May is based on state income and sales tax collections of the previous month. So May's distribution is based on April's collections. June's distribution is going to be based on May's collections. So East Cleveland Public Library receives 2.9% of the Cuyahoga County distribution. So the, the PLF is actually distributed among 88 counties East Cleveland receives 2.59% of what Cuyahoga County receives. So, okay. So going forward, what we're assuming is that there's going to be a 25% reduction in PLF revenue for the balance of the year based on 2019 collections. Okay. Is everyone, is everyone clear? I'm assuming, or we're assuming that going forward, our PLF reduction is going to be 25% less than what we received in 2019.

Mr. Mays: Well, I didn't hear your, this is O'Mays. I did not hear the first part of your presentation, but anyway, I've read this. And so you can move on. I was knocked off the line.

Mr. Cockfield: Oh, okay. Okay. The second, the second point is tax revenue is based on prior year collections. Current estimates for 2020 should hold, but 2021 revenues should be down due to the increased delinquencies and percent collected.

Mr. Cockfield: So in 2021, even though that has nothing to do with what we're projecting at this point, I'm suggesting the 2021 tax collections should be down because of delinquencies and this money collected and then grant revenue for the balance of the year is not expected. So whatever we had, had anticipated, even though it's not this part, it's not included as part of our certificate of estimated resources. We're not anticipating any grant revenue for the balance of the year.

Mr. Rashid: Okay. So even if it comes in, that'll just be gravy on top of what we have, which is...

Mr. Cockfield: Exactly, exactly.

Mr. Rashid: That is smart budgeting, because you just don't know how the reaction is going to be after we reopened.

Mr. Cockfield: Right? So I'm, I'm going to the next slide

Mr. Mays: Before you go to the next slide, this is O. Mays, with the revenue and some of the grants that we've received. You said some of it will not be coming in. Is that due to our, I guess, delay or whatever the case may be, or can we contact them to see whether we will, we will receive these grants?

Mr. Cockfield: Well, let me, let me just give you a case. In point Mr. Mays. We had been receiving, we had been receiving and we were anticipating getting a grant from the Cleveland foundation for our jazz program. As a result of the pandemic, the Cleveland foundation has suspended any distributions of any grants, even though they've approved the upcoming grant, they're not distributing anything because of the, because of the distancing restrictions.

(Ms. McClarin joins the meeting at 12:19)

Mr. Cockfield: We have a, you know, our auditorium seats 250 people. And if we, if we try to go forward with any kind of performances, I believe distancing restrictions are going to prohibit or at least restrict any, any reasonable attendance. So that's just one, that's just one item, but I'm just saying that because of that, and because of the restrictions that granting agencies are placing on, what's going on, it's doubtful that we'll be receiving any grants for the balance of the year.

Mr. Rashid: Mr. Cockfield, this is Rashid. I have a question.

Mr. Cockfield: Yes.

Mr. Rashid: Would it, would it be fair to say that the grants that we would, we have projected or anticipated receiving would not directly affect our operating budget because these were for other programs that were outside or who are for other programs and not directly operating costs?

Mr. Cockfield: That is correct, yes.

Mr. Rashid: Okay.

Mr. Cockfield: Yes.

Mr. Mays: Before we move forward, let's recognize, I think I heard McClarin is online now.

Ms. McClarin: You're correct. I was having a hard time, trying to get online with you guys. Hello everyone.

Ms. Shaheed: Hello.

Mr. Silvera: Hello.

Mr. Turner: Hello.

Mr. Cockfield: Okay, okay, okay. I'm moving on to the slide that, that says 2020 public library fund reduction and projections.

Mr. Cockfield: So what I've done is provide actual revenue for the last three years, 2017, 2018 and 2019. This is PLF revenue only. And then I have the last column showing 2020, and then I'm showing a percent change from 2019 as a very last column.

Mr. Cockfield: So as you can see for the first three months of the year, we received five, 5%, 5% to 7% over what we had actually received in 2019. Then in April of 2020, we received 6% less than what we received in 2019 in May, which was this month; we've received 35% less than what we've received in 2019.

Mr. Cockfield: Now it's, it's significant. This is 35% reduction from 2019 is significant because what was pointed out in the, the conference call that Carlos and I sat in on with the Ohio library council is the fact that because the tax collections were postponed until July, tax revenue was down in April. So the, the amount of money that was distributed to the counties in May was considerably less than what was anticipated.

Mr. Cockfield: So this 35% reduction, even though it's significant in the month of May, can potentially, or, or might potentially be made up in August because of July's tax collections, okay. So we might not see, or this, this reduction that, that was, that hit us in May, could possibly be made up in August of this year. I'm not necessarily counting on it, but it was pointed out that the loss of money in April or the loss of money in May was due primarily to the loss of tax collections in the month of April for the state of Ohio. And then going forward in the month of June, July, August, all the way through the balance of the year, what I've done is shown a 25% reduction in 2020 PLF revenue based on 2020 based on a 2019 actual.

Mr. Cockfield: So coming all the way to the bottom, to the total, you can see that we're looking at a projected revenue of 1,207,567 for PLF collections for the month of, for the year of 2020. This would probably be a worst case scenario, but this is what we're at least looking at. Are there, are there any questions?

Mr. Rashid: Yeah, my, my first question is in slides further into the presentation, you've anticipated these scenarios and there are cost cutting reductions that we can possibly do to make sure that we can stay at least firmly solvent. Is that yet somewhere in the presentation later?

Mr. Cockfield: Yes. Yes.

Mr. Rashid: Okay. Thank you.

Mr. Cockfield: Are there, are there any questions about this particular slide?

Mr. Mays: No, we'll moved on. I, I think you articulated it very well.

Mr. Cockfield: Okay. The next slide is ECPL immediate proposed cost savings initiatives. The first is a proposed reduction in library hours. Mr. Latimer believes that we can obviously reduce some of our costs by a reduction in hours and going from our current number of hours, which I believe is 56 hours a week, to 40 hours a week.

Mr. Latimer: 44. We currently at 44.

Mr. Cockfield: Okay. The second point would be a reduction in staff hours. What we're doing is holding all part-time staff to 20 hours a week. What we had been doing is allowing, even though they were hired in at 20 hours a week, some part-timers were fluctuating from 20 maybe to 25, based on demand, based on projects, based on specific tasks they had to complete. What we're doing here is holding everyone to 20 hours a week regardless of what the situation is. Then the third point is spending for facilities in IT have been reduced to essentials. I simply say here that April spending net of payroll has been reduced from \$146,000, which we spent in 2019, to \$72,000, which is what we spent in April. So just in the month of April alone, we've slashed our spending by about \$60,000 from '19 to 2020. Okay? This is somewhat of an indication that we're spending only for the essentials at this point.

Mr. Cockfield: Now, I need to also point out that this complete reduction in spending is simply based on it's more of a knee jerk reaction to what is going on. Once we're able to get a feel for what our patron counts look like, what the flow of activities is going to look like, then we're going to inch back into some kind of a spending pattern. But our first reaction was to immediately stop doing everything and just bring everything back to essentials, and then work back from that point.

Mr. Mays: May I ask a question here?

Mr. Cockfield: Yes.

Mr. Mays: Due to our month of two out, we did not save anything?

Mr. Cockfield: I'm sorry. I don't understand the question, Mr. Mays.

Mr. Mays: The questions is during the two months, I guess it was about two months because we went out in March and this is May, almost June, we did not save anything as a result of that because the employees was not there? I know the library, some of the staff was coming in and out. That was yourself and

the director and assistant director, and I guess the custodian or something of that nature. Well, some of these things, were we able to save something? That was my question. Were we able to save anything?

Mr. Cockfield: Oh, certainly, certainly. Yes, yes. Yes, we were. Yes, we were.

Mr. Rashid: Is that what's reflected in the reduction of total cost? Because I think that, unless I misunderstood what you said, we saved over \$60,000.

Mr. Cockfield: Yeah, this is just comparing what we spent in April of last year to what we spent in April of this year.

Mr. Rashid: Right.

Mr. Cockfield: Yes.

Mr. Rashid: Okay.

Mr. Cockfield: These are not payroll costs. This is just regular spending.

Mr. Mays: Okay.

Mr. Rashid: Okay. So the answer to that question should be we saved about \$60,000.

Mr. Cockfield: Yes, in comparison to last year. In comparison to April of last year, yes.

Mr. Rashid: Okay.

Mr. Cockfield: I'm moving on to the next slide. This is an indication of our reductions in payroll costs as a result of holding staff down to 20 hours a week. As you can see, we go from roughly the mid-March, the second payroll of March where we had a high of roughly \$48,000. This is gross payroll. We had a high of \$48,000 and then we've successively been dropping. Our current payroll level is roughly \$44,000, so we're basically saving roughly \$4,000 per payroll as a result of the reduced staffing hours.

Mr. Rashid: Zakee Rashid, I guess the question I have now, as we move forward and phase back into an opening, some of these saving practices possibly could be implemented as we go back to opening the library based on how we open the next time, because obviously it won't be as normal anymore.

Mr. Cockfield: I would have to agree with you. I think that Ms. Flood and, and Mr. Latimer would probably be better able to discuss staffing needs going forward, but under conditions of reduced hours, of social distancing, restrictions on meeting space and meeting activity, my assumption would be that we could

probably hold all of our staffing levels to where they are right now without any impact on service or operations. But again, I don't want to step into somebody else's lane. I think that, again, they would probably be in a better position to say whether or not these numbers can hold going forward.

Mr. Rashid: Right, and it's not my intention to suggest that we hold to these numbers, but what I am saying is that based on the way that we will probably have to reopen, we can use this. Because we're closed now, so we can at least use this as a baseline as to what we can do if we had to, and we begin the slow uptick based on how we reopen as to what our expenses would be.

Mr. Cockfield: Right, right, right. Right now we're operating at a new baseline. And I think that's a good point, Mr. Rashid, where we've reduced everything to a new baseline and we can adjust the budget up going forward.

Mr. Rashid: Yeah, because some of the requirements to reopen, as I said before, won't be the same, so we can watch. At least we know what the baseline is, so we can talk to...

Mr. Cockfield: ...Exactly.

Mr. Rashid: ...and adjust based on the revenue that we're going to receive, because we know it won't be the same as it has been before, because the previous slide clearly showed us that they anticipated and what the realities are. We could still survive and still function, and we can just work these numbers based on exactly what we have to work with.

Mr. Cockfield: Yes.

Mr. Rashid: Thank you very much.

Mr. Cockfield: Are there any questions?

Mr. Mays: No, let's move to the next slide.

Mr. Cockfield: Okay. Okay, this particular slide is a best guesstimate based on these baseline projections. I'm going to work from the top down. At the very top of this column, we have \$676,133. This is the amount of cash that we brought into 2020.

Mr. Mays: Excuse me. I think you're confusing us when you said the next slide is East Cleveland Public Library 2020 budget impact.

Mr. Cockfield: Yes, sir.

Mr. Mays: General funds.

Mr. Cockfield: Yes, sir.

Mr. Rashid: It's slide 10 on your number. If you have the numbers, it's slide 10.

Mr. Mays: Okay.

Mr. Cockfield: Okay. Now, I'm going to spend a little time on this particular slide, but the very first number is \$676,133. Now, we're only talking about general fund activity. Okay? We're not talking about building fund, performing arts center fund Flewellen or, any of the other funds that we have. This is just general fund only. This is essentially our operating budget. In 2020, January 2020, we brought to \$676,000 into 2020. The first row represents the expected PLF revenue, and this comes from the projections from the other slide. We have \$1,207,567. This is what we're projecting in total PLF revenue based on the 25 percent reductions from the same month of the previous year. The next row is expected property tax revenue of \$771,951. We're not expecting any changes in 2020 property tax revenue.

Mr. Cockfield: We've not received any notification whatsoever that there are going to be any changes. As a matter of fact, we haven't received any official notification that PLF revenue is going to drop based on what we had received in the way of a certificate of estimated resources. Let me just go back. At the beginning of the year, all libraries received a certificate of estimated resources, which is what we build our budget around. This year, our certificate said that we would receive \$1,479,974. That number is not on these slides anywhere. That was our original estimate. Based on the changes that I'm anticipating, that \$1,479,000 is going to now become \$1,207,000.

Mr. Rashid: Does that statement come from the county or from the city?

Mr. Cockfield: It comes from the county.

Mr. Rashid: Okay, thank you.

Mr. Cockfield: Okay?

Mr. Rashid: Yes.

Mr. Cockfield: Moving forward, expected other revenue is \$168,000. This is money we generally receive from homestead exemptions and fines and fees. Okay, this is just a projection based on what we'd received last year.

Mr. Rashid: Mr. Cockfield, what's a homestead exemption?

Mr. Cockfield: What we do, we're reimbursed. The library is actually reimbursed for reductions in property tax billings that have to do with people who are of age, and maybe changes in... Oh, how can I explain it?

Mr. Rashid: That's okay. I don't want to get into the weeds, but I was just curious.

Mr. Mays: ...As you said. People have reached a certain age and no longer were employed or they get exemption as a result of their income and what have you. That, of course, taxes and all that stuff, they get an exemption, so that's what you're-

Mr. Cockfield: ...We're reimbursed for that loss of revenue.

Mr. Rashid: Okay.

Mr. Cockfield: Based on the reduction in PLF, property tax revenue, and the other column or the other figure, we're anticipating a \$2,147,518.57, and that would be general fund revenue. Okay?

Mr. Rashid: Okay.

Mr. Cockfield: Then if we take the appropriation figure, now, this is a bare bones what we expect to spend based on... Again, this is our bare bones baseline appropriation number. If we have \$2,147,000 in revenue and match that against \$1,972,000 in spending, then we're looking at a budget surplus of \$174,586. Okay? Again, this is a reduced revenue projection matched against a reduced bare bones budget, and we're looking at \$174,000. If we take that \$174,586 and add that back to the very top number, the \$676,133, then we would be going into 2021 with a cash figure of \$850,719.

Mr. Rashid: Okay.

Mr. Cockfield: Okay? Now, this is all very fluid, but again, we're taking worst case scenario of revenue, bare bones budget, and coming up with a budget surplus of \$174,000, adding it back to what we brought in at the beginning of the year to come up with a figure of \$850,000.

Mr. Rashid: Okay.

Mr. Cockfield: Okay, are there any questions?

Ms. Chambliss: No, this is Ms. Chambliss. I just wanted to say hi to everybody. I was sitting on the line.

Mr. Cockfield: Oh, okay.

Mr. Mays: Hello.

Speaker 5: Hello, hello.

Mr. Mays: Okay.

Mr. Latimer: Mr. President, you ready for the next slide?

Mr. Cockfield: Okay. That pretty much concludes my piece of the presentation. I'm certainly willing to go back and discuss anything that anybody has any questions about, but I'll turn it back over to Mr. Latimer.

Mr. Latimer: Okay. With the reductions in the PLF, and with us also establishing a baseline for our payroll, we currently... And Mr. Cockfield was right earlier. There's a typo on this presentation, current hours of operation. We currently offer the community 52 hours of open library operation, and we all know what that looks like; Monday through Thursday, 10:00 AM to 7:00 PM, Friday and Saturday, 10:00 AM to 6:00 PM, closed on Sunday. To right size our budget with the reduction, and right size our service model in staffing, and moving our part-timers down to 20 hours a week, we are presenting three options to the board for recommendation to move forward with new operating hours.

Mr. Latimer: The first option is option A, which will give us 40 hours of open library service. It's Monday through Thursday.

Mr. Rashid: Next slide. The slide that's up, right?

Mr. Latimer: Yes, the next slide. It's option A, 40 hours of open library operations. Are we all there?

Mr. Mays: Question on this to Latimer. Okay, we express on the slide the hours Monday through Thursday, and then you said Friday. That's our regular hours that we was operating under. Is that correct? Or are these what hours now you're asking that we authorize to put into operation?

Mr. Latimer: Correct.

Mr. Mays: Okay.

Mr. Latimer: The first option is, again, Monday through Thursday, 11:00 to 7:00, closed on Fridays, Saturdays 10:00 AM to 6:00 PM, closed on Sundays. On the next line, option B.

Mr. Mays: Okay.

Mr. Latimer: 40 hours of open library service, Monday through Thursday, 11:00 AM to 7:00 PM.

Mr. Mays: Okay.

Mr. Latimer: Friday, 10:00-

Mr. Cockfield: Ross Cockfield.

Mr. Latimer: Okay. Fridays 10:00 to 6:00, and closed on Saturday and Sunday. Option C, again is 40 hours of open library operations.

Mr. Mays: Wait. You're going so fast. Do we have any time to ask questions in reference to those?

Mr. Latimer: Well, yes. I was going to present all the options and now we can discuss, and if you guys want to include other options, then hopefully we can come up with our operating service model. Option C is Monday through Friday, 10:00 to 6:00, closed Saturday and Sunday. And if there's an option D, you could put that on the table. However, we can discuss how we want to move forward.

Mr. Mays: Question.

Ms. McClarin: Can I mention option D now?

Ms. Shaheed: Pardon me?

Mr. Rashid: I couldn't understand what she just said, and I don't know who that was.

Mr. Mays: Go ahead. Go, whoever that is. Go ahead.

Ms. McClarin: Okay, I'm sorry. This is Pamela McClarin. I noticed that we talked about an option D, and I was saying, should we present it now or should we wait until they discuss the first three options?

Ms. Shaheed: This is Carol Shaheed. I would like to hear option D since we're going through all the options.

Ms. McClarin: Okay, after going through the slide and looking at the options, I like some of them but different ones, so I came up with an option D. Option D would be Monday through Thursday from 10:00 AM to 6:00 PM, and then open on

Saturday from 9:00 AM to 5:00 PM. I just feel for safety reasons, we should close a little early instead of trying to stay open until 7:00.

Mr. Rashid: This is Zakee Rashid.

Ms. McClarin: I have a question. I'm sorry. Just as clarification, Pam, what happens in that hour that you're concerned about?

Ms. McClarin: Well, what I'm noticing in the neighborhood, for instance, people wouldn't have, they're not really out as late as they were since we've been having the shut down, and I figure it would be safer and a little easier probably for staff and for the community to take care of your business while it's daylight.

Ms. McClarin: Can I say one more thing? In my review of this, for us for the next few months, 7:00pm is going to be light.

Mr. Latimer: Correct.

Ms. McClarin: Mm-hmm (affirmative).

Ms. McClarin: One of the things that occurs I'm always very conscious of is that our library hours are really limited for people who work a standard nine to five.

Mr. Rashid: I agree.

Ms. McClarin: So if we close at 6:00, that just ices that.

Ms. McClarin: Well, that's why I suggested that you'd be open on Saturday instead of-

Ms. McClarin: My other suggestion, and then I'm going to mute again, is that instead of there being one of the options... helpful, because we have to clean so deeply to have two days, consecutive days closed. So what about the possibility instead of there being the close on Friday, which is one of the options, would be to be closed Saturday and Monday so that we would have five consecutive days and have our Saturday, and then still give the staff Sunday and Monday to be able to clean?

Mr. Rashid: I like that as well.

Mr. Mays: I like that too. This is O. Mays. I think I can go with that, because at least it has the open on Saturday, because a lot of people cannot get there through the week and it gives them an opportunity to come to the library on Saturday.

Ms. McClarin: I think so too.

Mr. Rashid: The other question [crosstalk 00:48

Mr. Latimer: - I had a concern about... Oh, go ahead. I'm sorry.

Ms. Shaheed: I'm trying to keep up here. Terra (Turner), what was your suggestion exactly, because I'm going to write it down now? What did you say exactly?

Ms. McClarin: Okay, is that we would be looking at a Tuesday through Thursday from 11:00 to 7:00. It's Tuesday through Thursday.

Ms. Shaheed: 11:00?

Ms. McClarin: Uh-huh (affirmative). From 11:00 to 7:00. On Friday from 10:00 to 6:00, and Saturday 10:00 to 6:00. And then we would be closed on Monday and Sunday, and that would give, like I said, would give the staff two consecutive days. Because I know that there is more physical plant considerations that we have to take into consideration now, and I'm sure two consecutive days of being able to do the deep cleaning that needs to happen weekly would be helpful.

Mr. Rashid: The only variable I have to that is that we do a lot of our extra stuff in our auditorium, and programs, a lot of them occur on Sundays, so we would have to switch those one of the other days then if we're going to do that. I guess just a thought that I had regarding having Sundays being closed.

Ms. McClarin: I think that what I'm hearing from the staff, from what they're talking about is that we would not be having any of those programming, particularly because they were typically covered under external forefront funding sources from the foundations and the foundations are like not providing money for public events now. So you know, and the other piece of the story is that the part of that plan that they're saying is they're not, the libraries are not giving meeting space and gathering space in a way that they had just as a health precaution. So that that sort of becomes a non-issue until we get to the place where those legal restrictions have been changed.

Mr. Rashid: So I guess the 40 hour operation is fluid because we will work with that until things get back up to normalcy.

Ms. McClarin: Absolutely. Absolutely.

Mr. Rashid: Okay.

Ms. McClarin: I mean, I think we got more things to think about as Ross (Cockfield) generates us more numbers as we get into the, moving toward the Fall in assuming that this whole thing gets resolved. Let's leave, let's hold on to

that idea. We're still going to be operating with slightly less money and we got to figure out how to change our hours at that time. So if we get to a place where yes, we can start to offer meeting space again and that kind of thing, then what does that look like? We'll, I mean we meet every month anyway, so we can get that information.

Mr. Latimer: Can I say something, Mr. President?

Mr. Rashid: Yes. Please.

Mr. Latimer: Based on our library use patterns, our team, when we had been meeting the last six weeks, the reason we came up with being open on Monday through Thursday, those are the days during school. We have most of our school age children in the building, Monday through Thursday. They don't come in normally on Friday, then we get a lot of the neighborhood children on Saturdays. Being closed on Monday would not give the children, the school aged children, that option to be in the library, whether it's coming home from school, or if they're going to this whole blended learning where school, and we don't know what those hours are going to be and what that's going to look like either.

Mr. Latimer: But we were looking at school age, school hours, and our usage patterns of when the children do come into the library. They rarely come in on Friday, and we've noticed, even down in the children's departments, even for food pickup program after school, we don't get a lot of kids, children on Friday. So I just want to call them and say what's...

Mr. Mays: ...So what are you recommending then, Mr. Latimer?

Mr. Latimer: I'm recommending option... Let me go back.

Mr. Silvera: I like Option A is as opposed to the other ones as well.

Mr. Latimer: Yeah, we prioritize what we like and all of the options are good options, but I wanted to, we wanted to take in consideration of the children and how they use the library, and Option A...

Mr. Mays: ...Well you are there, and we are not there every day. So we would, I guess we were leaning towards yours and I did agree with Mrs. Turner in reference to the Saturday opposed to the Monday. If you are cognizant of the attendance there, so we'll go with your recommendation, I think.

Mr. Latimer: Okay, thank you. That's from an operational. From operational, that plan is the best plan, but for how our public, how our children use us, Option A is the best plan.

Mr. Rashid: But I would like to hear from Gerald Silvera.

Mr. Silvera: This is Gerald (Silvera). I have a question as well.

Mr. Rashid: Mr. Silvera, you have the floor.

Mr. Silvera: In terms of the board meetings and our board committee meetings. What are we projecting in terms of- I know our regular board meeting would be on a Monday, but what about our community meetings? Are we looking at during a week or having them on a Saturday or has there been any kind of discussion around how we are going to manage that aspect as well?

Mr. Mays: I think we, before, this is O. Mays, I would just responding to Mr. Silvera, that we can work our agenda reviews. I mean, agenda reviews things around the hours that the library is open and if he says Monday, that's still, they are on Monday and that's our regular meeting. Then I have committee meetings basically on, I believe it Tuesdays, Thursdays or something like that, so the library is still open. I don't see where we have to change those things. I don't think that's a problem. He just talking about for the public children, which they are in school, I guess, five days a week, and he's trying to accommodate those.

Mr. Silvera: I was just saying like for instance with the other option that being closed on Monday and that's normally a regular meeting that then we would have to make additional appropriate resolution to change the official date of the regular board meeting just to accommodate for that if we did decide to choose that option.

Mr. Mays: Well, the A is the option that it's Monday through Thursday from 11:00 AM to 7:00 PM.

Mr. Rashid: I would like, this is Zakee Rashid. I would like to hear Ms. McClarin's option one more time and just kind of compare it to Option A.

Mr. Mays: Do we still have her?

Ms. McClarin: Yes, I'm here. Can you hear me?

Mr. Mays: Now we do.

Ms. McClarin: Okay. I like Option A the best out of all the options. It's just the time I didn't agree with. I feel that we should start earlier and close earlier. That's all I was saying, so Saturday would actually be from nine to five and Monday through Thursday would be from 10 to six. That's what I was saying.

Mr. Mays: Then Option A, I guess we know that is, Rashid was asking a question in reference to that. Well, A is Monday through Thursday, 11 to 7:00 PM and then on Saturday from 10 to six PM.

Ms. McClarin: Right. Right. I have no problem with, if the majority agrees with Option A and keeping it at those hours, I have no problem with voting for that.

Ms. Shaheed: This is Carol Shaheed. Mr. Latimer, didn't you say Friday was a popular day for students to come in.

Mr. Latimer: No, Monday-

Ms. McClarin: Was not.

Ms. Shaheed: It was not?

Mr. Latimer: Friday is not, correct.

Ms. Shaheed: Okay, I'm good with this then.

Mr. Rashid: It seems like the consensus is Option A.

Ms. Shaheed: Yes, but I agree with Ms. McClarin's hours, but she lives in, she lived there and she knows more about what's going on than a lot of us do.

Mr. Latimer: My only concern with Ms. McClarin, I understand for safety is the best, however we have to think about our users who don't have the option who get off work at 4:30 or five who need to come to the library for copying, printing, or things like that. Even some of our students whose parents don't get home from work until five, 5:30, six o'clock, usually around 5:30 or six at the time most of the children decide they may go home. We'll be kind of putting them on the street at five o'clock and-

Mr. Mays: ...I agree with that because we have operated in the past, and that has not been in the problems by seven o'clock.

Ms. McClarin: Can I say one thing about that? The only thing is that I think a lot of people forget all the time, we're not dealing with our regular situation. Always keep that in the forefront. We're not dealing with a regular situation. I feel like this, just like we closed down, if people had to deal with it, when you reopen and you see that you won't be doing your regular type thing, it would be understandable with people that okay, things changed a little bit. When they come inside the library, it is not going to be business as usual. Hours are not going to be as usual. They used to have it. You see what I'm saying? So it's not, but that's just my, that's what my view of things. I don't

think it would be a real big problem to start early and close earlier, and people will get adjusted.

Ms. McClarin: You know, that's something that kind of bothers me. I really, I'm just being honest.

Mr. Latimer: One thing we, as a team together, we have to be into this whole thing, all hands on deck. Things are going to change. We're going to have to be, we'd probably be at back at this table again, making adjustments to our hours based on what's happening in our community, what's happening and how people use the library. Moving forward, I believe Option A is the best option. Those other options, can be consider down the road.

Ms. McClarin: No problem. I agree too.

Mr. Mays: I will make a motion at this point in time that we adopt Option A, I move that we adopt.

Mr. Rashid: O'Mays and Rashid, can you hold for one second? I think Dr. Harris has said something she wanted to say just as you began talking.

Mr. Rashid: Yup.

Dr. Harris: That's okay. I was going to move the motion with O'Mays. Go ahead.

Mr. Mays: I moved that we accept Option A from the administration.

Dr. Harris: Second, Dr. Harris.

Mr. Rashid: A motion has been placed on the floor and is there any additional discussion? Hearing none. Mr. Turner? Would you please call the row?

Discussion: None

Roll Call Vote: Mr. Rashid (yes), Mr. Mays (yes), Ms. McClarin (yes), Ms. Turner (yes), Ms. Shaheed (yes), Mr. Silvera (yes), Dr. Harris (yes)

Mr. Mays moved and Dr. Harris seconds authorizing Option A to change Library operating hours to M-R 11-7pm & S 10-6pm.

Yes – 6

Motion passes.

Option A is approved by the Board.

VII. RESOLUTION 05-01-2020: ADOPTION OF THE REOPENING PLAN

Mr. Latimer: Okay. Mr. President-

Ms. Turner: My apologies. I just got, for some reason the call dropped.

Mr. Mays: Well, we all been dropping. So you have nothing to worry about. I figured that's what happened when you called. Okay. Moving right along.

Mr. Rashid: Moving right along, so we all have agreed about adopting new hours of open libraries. Next item on the agenda is resolution number 05-02-2020, to accept the reopening plan.

Ms. Turner: I second. Oh, I make the motion rather.

Mr. Rashid: Yes. Ma'am.

Ms. Turner: I make the motion to accept, as written.

Mr. Silvera: Gerald Silvera, I second.

Mr. Mays: I'm sorry. Which are we doing now? Are we back... And resolution? Okay, let me go-

Mr. Rashid: Number five on the agenda.

Mr. Mays: Let me find them.

Mr. Rashid: We've had a motion to accept and a second, is there any additional discussion? Mr. Turner...

Mr. Mays: ...I haven't gotten there yet. Resolution five zero one twenty, accept and reopen. Okay, I got it.

Mr. Rashid: Okay. Okay.

Mr. Mays: It has been moved, I guess in second.

Mr. Rashid: Yes. Is there any [crosstalk 01:03:46].

Mr. Mays: I'd just like to hear Mr... before we... I would like to hear from administration as to what they plans in, I mean, reopening it here. Read the resolution once to see whether I have any question. Who want to read the resolution? I'll read it. No problem. I would like to hear the resolution read before we adopt it.

Mr. Rashid: Which slide would that be on?

Mr. Mays: Okay. I have it here. Members of the East Cleveland, public Cleveland public-

Ms. McClarin: Wait a minute, wait a minute. What slide is that?

Mr. Mays: I don't know what slide it is.

Ms. McClarin: It's towards the end of the presentation.

Mr. Mays: Yeah. It's the last three, I think. The last three pages.

Mr. Rashid: The last three pages on the resolutions.

Mr. Mays: Yes, right. Last three pages.

Mr. Rashid: Okay. That's the resolution number, five zero five zero one dash 2020.

Mr. Mays: Right. You ready?

Mr. Rashid: You want to read that and you want to-

Mr. Mays: Yeah, I'm getting ready to read it. Members of the East Cleveland public library board of trustees have met, discussed, and reviewed the following items in a public meeting. Resolution number 05-02-2020. To accept the re opening plan presented by the East Cleveland public library administration. After the response to the Covid-19 pandemic close on March the 14th, 2020. Whereas the state of Ohio and the entire County is responding to the public health challenges presented by the Corona virus, Covid-19 pandemic.

Mr. Mays: Whereas the library administration has recommended a plan that includes turned around so...

Mr. Rashid: Would everybody mute their phones except the speaker? So we don't get any background feedback?

Mr. Mays: Change that will allow East Cleveland public library be reopened to the public. Then they covers a 19th pandemic closing from March 14th, 2020, and whereas, as the board of trustees of the East Cleveland public library, want to protect the health and health and economic welfare of a library, it staff and the consumers upon the library opening to the public. Whereas this reopening plan will be in effect by the time the library open. Whereas the library administration will continue to monitor the threat posed by the Corona virus, and we'll continue to follow the advice and guidance of the leading of the federal, I guess, that federal department of health and OLC, as well as the recommendations, opening and closing, if the condition opposed. Now, therefore be it resolved. The East Cleveland public library board of trustees have agreed to the implementation of the reopening plan upon the library reopening. That is the resolution.

Mr. Rashid: Thank you, Mr. Mays for the benefit of the people that don't have a copy of our slides, and there may be members of the public or reading that as the resolution has been read and I'm doing as well as the second. Is there any further discussion before we go to a vote?

Mr. Silvera: I have one. This is Gerald Silvera. I have one, question. I'm reviewing the plan and the work and the protocols. Mr. Latimer, could you give a kind of a brief overview of what the redesign is... Requirements you're going to do with the workstation on how it's going to be configured.

Mr. Latimer: Sure, and I'll have Ms. Flood on the line too. She can chime in. The biggest protocol that we will have in place is a capacity-

Mr. Turner: I'm sorry Mr. Latimer, can you hold on one second? We're getting a noise from one of the phones. If everyone, except for the speaker could mute, that would be very beneficial. Thank you Mr. Latimer, you can go ahead.

Mr. Latimer: Okay. I'm not going to read this entire document verbatim, but I'll highlight what's important. We'll be at our 50% capacity in all of our spaces, including the children's area, the teen area, computer room. We'll have signage throughout the building that ensures patrons to be six feet apart. We'll have barriers in each department. We have hand sanitizers at the entry of all of those departments, including technology computers and at the front door. Our goal is to maintain a maintenance schedule, utilizing all CDC's best practices. We've already cleaned the carpet. We've deep cleaned the entire

building. We will continue to disinfect high touch areas throughout the day using the hospital grade disinfectant. Of course with the library closing, we'll have that one day on Fridays to disinfect and clean the library on a weekly basis. Our safety protocols are we'll be buzzing patrons into the restroom, allowing only one person. There'll be one entry, one exit into the main building.

Mr. Latimer: The Elsinore door will be for exit emergencies only. In our patron guidelines will include desk shields at the reference desk where our staff is working. We're moving our audio video materials down to the main floor because the audio video department is too small to maintain a staff person and patrons, so we're going to make those services available in more of a wider space in the reference area. We're going to reinforce social distancing. The Ohio Library Council was recommending that all meetings and programs are to be canceled and not scheduled until further notice. That's something we can phase back in as a team and the board. Our staff policies, we are required by the Ohio Department of Health to, just for staff, do daily symptom assessments by taking temperatures. Staff is required to wear a mask, but not the public. We will have desk shields at all departments.

Mr. Latimer: Again, we will be disinfecting common areas. We'll be following Ohio Department of Health and the CDC as well. We have to limit congregation and spaces, clean the materials again. Some of the services we will continue to provide will be virtual. Our summer reading club, we'll be using the ReadSquare software where we're encouraging our children to sign up for the summer reading club and engage online. They will be able to come in and get their prizes. This is a paid subscription. We just submitted an invoice on that, so we're very excited about participating in this platform. We will continue with the summer launch. It'll be more like the school's, just go in and grab and go where the students will come to the lower auditorium. The patrons, they will retrieve their bagged lunch. They would exit through the auditorium. I'm sorry. All of this is following the phases of Ohio Library Council.

Mr. Latimer: The phase one, which we were in during our closure, we reviewed all of our policies. We looked at our work agreements. We talked about families first, Corona virus response act to make sure we, our managers are aware if staff members have symptoms or they don't feel well that there'll be paid through FMLA. We are stocking up on our cleaning supplies. We're also, during phase two when the building was closed and we were open to staff, we made sure we followed all of those guidelines.

Mr. Latimer: Phase three, our building open to staff and the public. Some of the things that we talked about and the plan we're going to execute by limiting the

number of patrons. We are going to quarantine materials once they're returned. We're going to continue to deep clean the building. Of course, phase four, we'll come back to the table. As administration and board to discuss our protocols on reopening our meeting rooms, a performing arts theater, planning for events and programs and anything with a library that requires more than 10 people. We will put all of our computers that we took out for spacing, we will put all those things back into play. So I've been covering-

Mr. Mays: Question.

Mr. Latimer: Yes, sir.

Mr. Mays: This is O. Mays. Number one, I heard you, you articulated there well in reference to this, but you did not cover these things. Tell me how you're going to, well at the front desk, will they have gloves because they will be sanitized in their hands when they returning books as to how you're going to treat them as to whether you're going to clean them, sanitize them or whenever they come in or whatever.

Mr. Mays: At least those individuals there should have gloves because they can't sanitize their hand every time a book comes in or somebody comes there every 10 minutes. If they have gloves on that would help from using, because you'll use a whole bottle of sanitizer in one day. The kids coming in and out or whatever, bringing books and things of that nature, so could you address that, please?

Mr. Latimer: Okay. I have Ms. Flood on the line too, but yes, we will be providing gloves to our frontline staff members and there will be a barrier there. And we do have a, we created a space for when materials are returned for those things to be quarantined, I think up to 48 hours. Ms. Flood, did you want to chime in on any of this?

Ms. Flood: Yes. Hi, this is Theresa Flood. How they're going to be set up is the circulation staff, when patrons come in, they'll have to stand six feet away from the desk and be called up to the front. All staff are required to wear mask and gloves while they're at the front desk. When they remove those gloves, they have to sanitize their hands in order to put on a new set of gloves. The material comes in and it gets sanitized by being wiped down. The facility manager ordered these big, huge tubs where once the staff member clean it, sanitize it they'll store it in the tub. And then that will be isolated for 48 to 72 hours. So all the material will come in, it will be located in that and then we'll to take that to one of the meeting rooms and store that for 48 to 72 hours.

Mr. Mays: Thank you.

Mr. Rashid: Thank you very much administration for the presentation and for those who...

Ms. Shaheed: ...This is Carol Shaheed. We have a choice of whether or not the patrons can cover their face with a mask or not, but it was strongly recommended. I read somewhere that it was considered highly having patrons wear face mask at all times. I'm not saying they should do that, but I'm saying for the first week that we're there, perhaps we should provide masks for people coming in so they have the idea of knowing that you should wear a mask. At least have the idea that they should wear a mask rather than just coming and going. Because some of these people...

Mr. Latimer: That's a great point. According to the Ohio Stay At Home Safety Order, libraries are required to, we can allow patrons to wear masks. However, we do not have to require patrons to wear them. However, if we were requiring them to, they have to be the FDA labeling requirements. And I think those are those N9 ones. I don't know if that's the correct term. However, I've already had discussions with the Friends of the library, the East Cleveland Public Library, Mr. Billingsley, where he's going to reach out to some of the organizations to get a big supply of masks, where the Friends will come in and volunteer and encourage during our operating hours, patrons to, actually give them masks and encourage them to wear masks.

Ms. Shaheed: Yeah, you can just stand there and hold one as they come in. They can take it or not take it, but at least you're encouraging them to take it because this is highly recommended. I read somewhere in the pamphlet you sent to us, it's highly recommended by the Ohio Disease Control or whatever that they should wear it. I know we're not mandated, but some people don't even have an idea that they probably should because some people think is a joke.

Mr. Mays: Yes.

Mr. Rashid: Well maybe what we could do too, is just have signage, prominently posted throughout the building that deals people or leans them in the position of wearing those masks. And if we have them to actually provide to patrons, that's a plus. But at the same time, people go in and out, out and in and it's not law that's been mandated, we can definitely be very suggestive that you should wear a mask when coming to the library.

Ms. Shaheed: Exactly.

Mr. Mays: I'm going to wear mine.

Mr. Rashid: And I just wanted to say, for the people that may just be on the call and don't have a visual of the actual slide presentation that the team just made a very comprehensive overview of the and the more detailed information is included on the slide presentation, which we could make available for anybody that actually wanted to read all these details.

Mr. Rashid: But I feel very, very, very comfortable with what has been proposed by the administration. And I just want to say thank you for an excellent presentation.

Mr. Mays: And I echo the same.

Mr. Rashid: Is there any additional questions?

Mr. Mays: ...Mr. Chairman, let's move the agenda.

Mr. Rashid: Okay. So Mr. Tuner, did we actually have the vote on this resolution?

Mr. Turner: No we did not. We have a first and a second, though.

Mr. Rashid: Yes. Could you please call the roll?

Mr. Mays: I thought we voted.

Mr. Turner: Sure.

Mr. Rashid: Nope. We didn't.

Mr. Turner: Mr. Rashid?

Mr. Rashid: Yeah? I just want to, excuse me one moment. I just want to make it clear we're voting on resolution number 05-02-2020.

Mr. Silvera: No, 01.

Mr. Rashid: 01.

Mr. Mays: 2020.

Mr. Rashid: I'm sorry. Yes, you're right. And I'm ahead of myself. Would you please call the roll Mr. Turner?

Ms. Turner
moved and
Mr. Silvera
seconds
Resolution
05-01-2020.

Discussion: None

Roll Call Vote: Mr. Rashid (yes), Mr. Mays (yes), Ms. McClarin (yes), Ms. Turner (yes), Ms. Shaheed (yes), Mr. Silvera (yes), Dr. Harris (yes)

Yes – 6

Motion passes.

Resolution
05-01-2020 is
approved.

VII. RESOLUTION 05-02-2020: TO OPEN THE EAST CLEVELAND PUBLIC LIBRARY AFTER THE RESPONSE TO THE COVID-19 PANDEMIC CLOSING ON 03/04/2020.

- Mr. Rashid: For resolution 05-01-2020, passed. The next item on the agenda is resolution number 05-02-2020 and if you don't mind, I'll just, I'll read the resolution in its entirety.
- Mr. Latimer: Mr. President, before you read the resolution, can I recommend that you guys, because on this resolution, we have not, there is no opening date on here. So all the language here except for us to insert a date, so I would like for you guys to come up with a date, then recommended the resolution for you to move forward with the resolution.
- Mr. Mays: So what are you saying? Put this on hold or should we...?
- Mr. Latimer: We need to have a discussion about when we going to reopen before we accept the resolution.
- Mr. Silvera: What day are you recommending?

Mr. Latimer: I would love for us to have, give the library two weeks before this resolution is in play to give our time and staff trained on these new protocols. The earliest we can live with is June 15th. The latest would be July 6th.

Mr. Latimer: Now there is a lot of information about libraries being open, however, right now most of the libraries are only open to curbside, lobby service and virtual. So no libraries are letting their public into the buildings until the middle of the month or early into, Cleveland is letting their public into the building after the 4th of July. But that all could change too because of the board. I just wanted to share that information.

Mr. Mays: Didn't I, this is O Mays. I thought I read in one of the resolution was June the 18th or 19th or something like that.

Mr. Rashid: No, the slides that I'm looking at says, insert date and time at the bottom, where it said be resolved when we've agreed to open the library and it says, insert date and time. Based on the fluidity of this entire situation regarding the pandemic, if we, you said that possibly June or either July?

Mr. Rashid: What would be your preference based on what you know now?

Mr. Mays: Do you have a in July? Because you did say June the 15th. What was your July date?

Mr. Latimer: July will be after the fourth. It will be July sixth. Now, based on a lot of things that are happening in African-American communities there's a lot of data that this thing is still out there.

Mr. Latimer: It's spiking up and we are a vulnerable community and we definitely have to take those in consideration. However, I want to take in consideration too, that our public, they've really missed and need our services moving forward. Voter registration for November elections, we've got to get moving. Census, although we're able to extend it to October, we've got to get people in, entering their census information. Our kids going into the summer need a place. Summer school will be starting in Cleveland, no, East Cleveland, I believe in June, then phase two in August. So those are some of the things, the factors that will determine when we sit open.

Mr. Rashid: Mr. Director, I just, this is Zakee Rashid again. I'm thinking that, what does the group think about the possibility of just tabling this resolution, but then all agreeing to come back for an emergency meeting once we get settled on a date? Is that a possibility? What do you guys think about that?

Mr. Mays: I'm amenable to that.

Mr. Rashid: Because we would always...

Ms. Turner: Please repeat it. I'm sorry. Please repeat what you just said.

Mr. Rashid: Okay. I was thinking that based on fluidity of the situation, we really don't know what would be the ideal date, but if we could all commit to another, like within a 48 hour period or something of that nature, to come back with an emergency meeting to actually open the library and just table this for right now?

Ms. Turner: Okay. I said this when we wrote, I think that once we've got legal clearance, which we have, that what we probably ought to do is leave this to the...

Mr. Mays: Administration.

Ms. Turner: Staff. Yeah. Because, the truth of the matter is, we all understand what's about to happen there. We are not doing day to day. They are. And so since now we have legal, I would say the earliest that we agreed, that the earliest we'll open is the 15th. However, if the staff doesn't, if the administration feels that that's not a viable idea that we would meet again before the 6th of July. But anytime between now and the 6th of July, that the staff would be able to make that call.

Mr. Rashid: But that was my response.

Ms. McClarin: I agree with that.

Mr. Rashid: What he just said, because he said that he wasn't sure right now, whether it would be this date or that date. And all I'm saying is that could, if we don't put a date, I mean, we could do it right now. Put a date in there. That's fine with me.

Ms. McClarin: Yeah. Let's put a date in now. He knows he wants to do it at least by the 15th, or two weeks in. So that's, I think that's good enough. And that will still coincide with what Ms. Turner just said.

Mr. Rashid: Okay. Okay. Fair enough.

Mr. Silvera: Yeah, I would agree with that as well. You know, at least that way, he has something in hand to work with, and then that keeps him able to go ahead and move forward.

Mr. Rashid: Even if he changed it, he always has the authority to move forward.

Ms. McClarin: Right, right, right.

Mr. Rashid: Okay. That makes sense to me.

Mr. Mays: And we'll go ahead read the resolution into the record then.

Ms. Shaheed: What a minute.

Mr. Rashid: Okay. A resolution number....

Ms. Shaheed: What?

Mr. Rashid: I'm sorry.

Ms. Shaheed: I don't quite understand. So, the probability of opening up is the 15th, or sometime after July?

Mr. Mays: It's July the 6th.

Ms. Shaheed: July 6th?

Mr. Mays: Yes.

Ms. Shaheed: So there hasn't been a date decided upon because we're going to rely upon the Director to decide that date. Is that what you're saying?

Mr. Mays: ...I'm sorry, go ahead.

Mr. Rashid: I guess he can respond to it himself.

Mr. Latimer: Our goal is to, now that we have clearance to open legally, June 15th I can prepare and have our building with our staff open. However, I'm noticing that there is a spike in this virus and it changes from day to day. So we may have to come back to the table and delay the opening if the testing starts coming out, the numbers start rising, people start dying again, because this is really, a day to day thing. And we could get to June 12th in three days, open and this pandemic is out of control again.

Mr. Mays: Well, let me suggest this, why don't we...

Ms. McClarin: So are we going with the 15th? So he wants a definite date?

Mr. Mays: Excuse me, please. Let's do it this way. We just do it with the 15th. If you see that it doesn't, that we give you lead way, I would to say the 15th or July the sixth. And we can include that into the resolution now. And that way, that gives you a lead way if things spike again in June and they have not calmed down. And so then you have to the sixth, but that's not that much

time either. So, but anyway, I just think it gives you those dates that you can work with.

Mr. Rashid: So is your suggestion that we include from June 15th on or before June, I mean, after June 15th, I mean, how do we word that?

Mr. Mays: Yes, June the 15th...or a tentative opening date is June 15th, not or July the sixth.

Mr. Latimer: Board President, if you go ahead and read the resolution, there's some language in there recommending opening and closing if conditions are appropriate. So, I think that kind of contexts that.

Mr. Rashid: Okay. People that have speaker, mute your phones. Okay? Resolution number, 05-02-2020 to reopen the library. Members of the East Cleveland Library, board of trustees have met and discussed and reviewed the following items in a public meeting.

Mr. Rashid: Resolution number, 05-02-2020 to open the East Cleveland Library after the response to the COVID-19 pandemic closing on 3/04/2020. Whereas the state of Ohio and the entire County is responding to the public health challenges presented by the coronavirus, COVID-19 pandemic disease. And whereas the Ohio Library Council has recommended [inaudible 01:31:45] And whereas the library administration recommend that the East Cleveland Public Library be open to the public ending the COVID-19 pandemic closure from March 14th.

Mr. Rashid: People please mute your phones that are in the background. We keep getting a lot of overfeed.

Mr. Rashid: And whereas the East Cleveland Public Library Board of Trustees wants to protect the economic welfare and health of the library, staff and community upon the libraries reopening to the public. And whereas the staff members will come back to work and library services will resume. Whereas the library administration will continue to monitor the threat posed by the coronavirus and will continue to follow the advice and guidance of the Federal Centers for Disease Control and Prevention, the governor of Ohio, and the Ohio Department of Health and the OLC, as well as recommending opening and closing if conditions are appropriate now, therefore be it resolved that the East Cleveland Public Library's Board of Trustees have agreed to the Executive Director reopening the library on June 15th, or is it July the 6th?

Mr. Mays: I, Mr. Chairman?

Ms. McClarin: Yes, Hello, this is Pamela. That's should say...

Mr. Mays: ...Come on. I was about to make a motion, please.

Ms. McClarin: Well, I know before you make the motion, June 15th until, make the connection, that's all I was saying. ...Or until, I mean by June 15th or by July 6th. That way that's telling you that it could be any date between there. That's all I was going to say.

Mr. Mays: Oh, okay.

Mr. Rashid: Okay, so then he'll insert that on the final documents that will be distributed to the board members and to the public.

Ms. McClarin: Sounds good. Sounds good.

Mr. Rashid: Okay.

Mr. Mays: Mr. Chairman?

Mr. Rashid: Yes.

Mr. Mays: I move that we accept this resolution, resolution 05-02-2020 and move for its adoption.

Dr. Harris: Second, Dr. Harris.

Mr. Rashid: Dr. Harris second, the motion. Is there any further discussion? Mr. Turner, would you please call the roll?

Discussion: None

Roll Call Vote: Mr. Rashid (yes), Mr. Mays (yes), Ms. McClarin (yes), Ms. Turner (yes), Ms. Shaheed (yes), Mr. Silvera (yes), Dr. Harris (yes)

Yes – 7

Motion passes.

Mr. Mays
moved and Dr.
Harris seconds
Resolution 05-
02-2020.

VII. AUDIENCE PARTICIPATION.

Mr. Rashid: Motion passed. The next item on our agenda is audience participation. Are there any members of the audience...

Mr. Mays: Chairman, I just feel it has been a fruitful and most of all, I would say to the board, as well as the staff, please continue to be safe. And I hope all continue to go well. We are facing some challenging times and it is incumbent upon us to try to help protect ourselves as well as protect others.

Ms. Shaheed: That's true. You know, my daughter-in-law works for the health department. She said this situation changes weekly. So they don't even know what they're doing. They're trying to get a grasp on all this stuff because this is brand new to them as well. So we don't know what's going to happen.

Mr. Rashid: Yeah. We'll find out shortly with them reopening all this stuff. I've been riding around seeing people sitting in restaurants and everything else in here. So we'll see.

Mr. Mays: And they're coming back positive too.

Ms. Shaheed: Exactly.

Mr. Mays: A lot of them. I know somewhere I read, talking about ventilation. The ventilation, this is O Mays. Ventilation has caused people that was at the restaurant, I don't know whether you saw it or not, whereas they showed how it moved. It carries your droppings, or people coughing and sneezing, or what have you. That ventilation carries that farther than it would in just normal circumstances.

Mr. Rashid: Yep. They got more than their meal when they went to that restaurant.

Mr. Mays: I'm not laughing at, I'm laughing how you said it.

VII. ADJOURNMENT

Mr. Rashid: Okay. Well the next item, if there isn't any other additional audience participation at this time? Okay. We'll close that and move to adjournment.

Mr. Mays: Mr. Chairman, I call for the vote on closing, adjournment or rather, I'm sorry.

Dr. Harris: Second, I second.

Mr. Turner: I'm sorry, who second?

Dr. Harris: Dr. Harris.

Mr. Turner: Dr. Harris, thank you. All right.

Mr. Rashid: We have a motion and a second. Mr. Turner, would you please call the meeting....

Mr. Mays: The meeting at 1:35, I would just say 1:34.

Mr. Rashid: 1:34 on Saturday, May the 30th, 2020.

Discussion: None

Roll Call Vote: Mr. Rashid (yes), Mr. Mays (yes), Ms. McClarin (yes), Ms. Turner (yes), Ms. Shaheed (yes), Mr. Silvera (yes), Dr. Harris (yes)

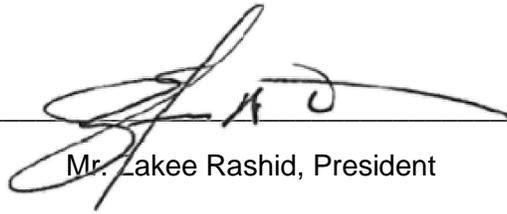
Yes – 7

Motion passes.

(Meeting adjourned at 1:34pm)

Mr. Mays moved and Dr. Harris seconds adjournment.

Meeting is adjourned.



Mr. Lakee Rashid, President

Ms. Pamela McClarin, Secretary