

**OFFICIAL RECORDS OF  
THE ALLEN COUNTY PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES**

Meeting of March 19, 2020 in Special Session

The Board of Library Trustees of the Allen County Public Library met electronically in special session on Thursday, March 19, 2020 at 3:01 p.m. Present: Mr. Castleman, presiding, Mr. Eisbart, Mr. Seifert, Ms. Shamanoff, Mr. Moss, Mr. Williams, and Ms. Tucker.

**ADOPTION OF THE AGENDA**

On motion of Ms. Tucker, the agenda was adopted as presented.

**COVID-19 AND LIBRARY OPERATIONS**

The Board of Trustees met to review and approve the Emergency Family and Medical Leave and Paid Sick Leave Policy that guides how library staff will be paid during the current pandemic. Much of the language of the new policy was dictated by legislation passed by Congress and signed into law by President Trump on Wednesday, March 18. The policy also guides how staff would be paid if the Board or an outside government authority closed library buildings completely due to the COVID-19 pandemic. The library's senior management team modeled the draft policy to the Allen County Commissioners' policy. The essential priorities of the policy are to safeguard the health of employees and library users, while continuing to serve the community. The Board held a lengthy discussion about the draft policy and suggested revisions accordingly. The Board desires to see the library continue to serve the public while buildings remain closed to the community by utilizing innovative approaches to continue the library's mission of lifelong learning and discovery.

On motion of Ms. Tucker the amended Emergency Family and Medical Leave and Paid Sick Leave Policy was approved. The policy goes into effect March 16, 2020 and will remain in effect until December 31, 2020.

Mr. Castleman shared that due to the nature of this meeting, resulting from the current public health situation and technology used to convene this meeting, there are limited options for real-time public comments. However, if staff or the public have questions or comments regarding the topic covered in the meeting, the Board encourages individuals to send them to the Trustees@acpl.info email address. This will ensure that they are received by all Board members. The Trustees' individual email addresses are also posted on www.acpl.info.

**ADJOURNMENT**

There being no further business to come before the board, the meeting adjourned at 4:48 p.m.

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Sharon Tucker, Secretary