

# Leland Township Public Library

## Director's Report October 2020

**ACTIVITY and COLLECTIONS: Attached**

### **PROGRAMS:**

October 30, Storytime (14)  
November 4, Storytime (14)  
November 11, Community Read (50)  
November 13 Storytime (8)  
November 18, Community Read: 2:00pm  
November 19, Community Read: 7:00pm  
November 20, Storytime

### **LIBRARY OPENING**

On November 13, the Governor and MDHHS modified COVID-19 orders to limit libraries to 30% of their normal capacity. That puts us at an occupancy limit of no more than 10 people in the Library at one time. Given our reduced number this will not be a problem to enforce. Patrons continue to be respectful of our rules and we have not had any incidents. Many patrons are appreciative that we remain open and enforce rules.

Non-residential gatherings are no longer permitted so the one group that was using the Munnecke Room was informed that it is closed for meetings.

Laura's daycare provider may close down due to COVID concerns, if they do close she will go back to working at home all the time.

There are no reports at this time that the MeL deliveries will be affected by the new restrictions.

### **PROGRAMS**

The Leelanau Community Read in association with the other three Leelanau libraries had its first meeting on November 11, and had approximately 50 attendees.

We continue to conduct Storytime and will be attempting to pivot back to Zoom based gatherings due to indoor restrictions. Laura and Laurie plan on having up to a month's worth of books and crafts and delivering them to interested parents so they can follow along with their own books on Zoom or conduct their own Storytime with their children.

### **FRIENDS & VOLUNTEERS**

Two long time patrons, Kathleen and Tim Parvin, have agreed to join the Friends Board.

Volunteers have been eliminated in the Library due to COVID restrictions until further notice.

### **BUILDING & GROUNDS**

Cold plasma air scrubbers for the ventilation system are scheduled to be installed November 23.

Due to the reduced number of people through the door (and the greatly reduced amount of leaves and debris being tracked through the Library) I have told our cleaning service to clean the Library once per week instead of twice per week until things pick up again.

**BUDGET INFORMATION:**

Reports for end of October 2020 are attached with this report. With 58.3% of the FY elapsed, we have spent 47.3% of the budget.

Our bookkeeper has been exposed to someone with COVID-19 and will be self-isolating for two weeks. I will work with her over the phone to get the payroll out for Nov. 27. I will pay the bills and she will review them when she returns to help maintain the separations of people handling tax dollars that the State likes to see.

**MISCELLANEOUS**

In keeping with the policy of reporting all donations \$500.00 and over to the board, we have received a \$500.00 donation from Lynne Mark & Lyons and a \$1000.00 donation from Jennie Berkson & David Edelstein.

Submitted by Mark Morton