

**LAKE WALES LIBRARY BOARD  
MINUTES FROM MEETING HELD ON  
WEDNESDAY, AUGUST 5, 2020 AT 4:00 PM  
GoToWebinar Virtual Meeting**

Members in attendance: Paula Alford, Allison Kapphan, Jolene Birchfield

Staff in attendance: Tina Peak, Jennifer D'hollander, and Amanda McCallister (minutes from recorded meeting)

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The meeting was opened by the Chairman, Paula Alford.

**Review of the June Meeting Minutes**

Allison Kapphan moved to accept the June 2020 meeting minutes. Jolene Birchfield seconded the motion. Minutes were approved.

**Update on the FY'20-21 Budget and Impact of Covid19**

Tina Peak reported that FY'20-21 was expected to be a lean year and that she and Jennifer were hopeful that they would be able to avoid layoffs, but the full impact of the virus on state budgets was yet unknown. Both the library and museum budgets were submitted with no increases. The funding from Polk County Library Cooperative is also an unknown factor.

**Library Intelligent Locker System**

Tina Peak reported that the City Commission approved using impact fees to install the twenty-panel locker system which is connected to the library's computer system and allows patrons to pick up hold items from the library 24 hours a day, 7 days a week. The system is between seventy and ninety days out from being usable to the public. If this system works well and is used regularly, this may be an option to offer library services to our North Lake Wales residents. The lending period on books begins when the patron opens the locker.

**Library Updates**

The library has been staying busy and had a good summer. Youth services offered some programs with door side service and installed a completely new StoryWalk along Rails to Trails, with donations from Mountain Lake Community Service, Inc., the Lake Wales Library Association, Kiwanis Foundation of Lake Wales and the City of Lake Wales. The library is running a skeleton crew and has been encouraging patrons to use digital products. Tina announced the passing of Mr. Chip Thullbery, Lake Wales Library Association's long-time board member and current President.

**Museum Updates**

Jennifer D'hollander reported that the museum will host a virtual speakers' series in the fall in collaboration with the Florida Humanities Council. The museum is still planning their calendar of events to be in compliance with grant funding they have already received. The next five upcoming exhibits will be available online. The museum received additional funding from the Lake Wales CRA to complete the Mimi Hardman Collections Center and that project has now gone back out for bid. Additional funding for this project came from the Lake Wales Museum Association and the City of Lake Wales. Once the winning bid is approved by the City Commission, work can begin—possibly as early as September 1.

Landscaping will be cleared out and the a/c will be fixed. New signage will be going up to announce to the community what is happening on the project and acknowledge donors.

The 2020 Lake Wales Pioneer Days has been cancelled and the Thirty-nine Mile Yard Sale has been cancelled as well.

**Employee Policy Changes Due to Covid 19**

Since the city has had a department hit hard by the virus, there have been some changes in city policies for employees regarding the virus. Mask wearing policies have been tightened and failure to wear a mask by a city employee can be grounds for a write-up. A new questionnaire has been developed for new hires/employees returning from long leaves to determine their risk of returning to work. That questionnaire must be reviewed by the city's Infection Control Officer and he will make a decision about their ability to return to work.

**Other Business**

As a side note, Amanda McCallister has resigned her position with the library in light of a new position as Director of Programs with the Lake Wales Arts Council. She will be staying on board with us to take minutes until a replacement is found. We are excited for her, but she will be missed.

The next meeting of the library board is scheduled for Wednesday, September 2, 2020 at 4 pm. If you are unable to attend this meeting, please email [library@lakewalesfl.gov](mailto:library@lakewalesfl.gov).

There was no further business. The meeting was adjourned by Paula Alford.

Submitted by

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Amanda McCallister, former Teen Specialist

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Paula Alford, Chairman