

## COMPASS Users Group

Arrowhead Library System

Wednesday, July 22, 2020

10:00 a.m.

Special Meeting

Minutes

**Libraries attending via Zoom Meeting:** Katie Sundstrom/Two Harbors, Liv Mostad-Jensen/Coleraine, Sue Sowers/Hoyt Lakes, Crystal Phillips/Cook, Carla Powers/Duluth, Katie Christenson/Chisholm, Kelli Pelland/Baudette, Shelby Lonne-Rogentine/Moose Lake, Julie Billings/Silver Bay, Su Dabbas/Gilbert, Will Richter/Grand Rapids, Diane Adams/International Falls, MaryEllen Higgins/Eveleth, Beth Sorenson/Cloquet, Paula Chapman/Aurora, Stephanie Wichlacz/Virginia, Amanda St John/Grand Marais, Ty Pulkkinen/Hibbing

**ALS Staff via Zoom Meeting:** Jim Weikum, Shari Fisher, Mollie Stanford, Chris Magnusson, Melody Dane/Mail-A-Book

1. Welcome and introductions/3. What's happening at your library? Quarantined any good books lately?
  - a. **Aurora:** Summer Reading ends July 31, library has distributed 172 craft bags via curbside delivery, budget meetings are in progress.
  - b. **Baudette:** Social distant story times, computers by appointment, 30 minute browse and go sessions, limit 10 people in the building at one time.
  - c. **Bookmobile:** Curbside delivery, modified schedule, awing installed.
  - d. **Chisholm:** Curbside delivery, new carpet, roof improvements.
  - e. **Cloquet:** Curbside delivery, make and take crafts, young adult space camp, remodel mostly finished.
  - f. **Coleraine:** Curbside delivery, computer by appointment, asking patrons to wear masks. Audio book: Flavia de Luce series by Alan Bradley.
  - g. **Cook:** Painting meeting room, summer reading for all ages ends August 28, Friends of the Library received \$500 COVID-19 Program Grant from Minnesota Association of Library Friends (MALF).
  - h. **Duluth:** Curbside delivery 5 days/week, new software Curbside Communicator, using Beanstack for summer reading, some staff still laid off.
  - i. **Eveleth:** Summer reading kits delivered to kids in town, enclosing front desk, \$2000 grant from the Eveleth Area Community Foundation for multisensory materials, working on inventory.
  - j. **Gilbert:** Summer reading packets available through August, installing Zoom on public computers, installing sneeze guards at front desk.

k. **Grand Marais:** New Assistant Director, developing reopening plan, construction on another office is almost complete, summer reading adult grab bags and personal shopping, pickup window open six days a week.

l. **Grand Rapids:** Drive thru window open Monday – Friday, new story walk along the Mississippi River.

m. **Hibbing:** Librarians are back in the building, curbside delivery, virtual summer reading program.

n. **Hoyt Lakes:** Curbside delivery Monday – Friday, summer reading ends July 31, weekly make and takes, drive-in bingo popular, hotspots available for check out, budget meetings, new electronic sign for the City.

o. **International Falls:** Open with modifications, new boiler installed, digital escape room for teens.

p. **Mail-A-Book:** Have been working throughout the pandemic, using ALS postcards for summer reading.

q. **Moose Lake:** Reopened in June with modifications, limit on number of people in the building, computers by appointment, three day quarantine on materials before check in, virtual programs.

r. **Silver Bay:** Open with modifications, curbside delivery, browse and go, make and take kits, inventory. Thank you to ALS for summer reading money and story bins and thank you to other libraries for providing materials via interlibrary loan.

s. **Two Harbors:** Opened July 20, curbside pickup, browse and go, limit on number of people in the building.

t. **Virginia:** Staff returned to the building in June, curbside delivery, online summer reading programs, Friends of the Library ordered cloth masks for prizes, entrance construction almost finished, new digital sign, DVDs are now circulating.

u. **Mollie, ALS:** Upcoming Legacy meeting on August 5 to discuss fiscal year 2021, will look at rescheduling in-person programs, no in-person continuing education classes through December 31, 2020.

v. **Shari, ALS:** Preparedness plan and policies for ALS staff, increased OverDrive budget using crossover, best seller and RLTA funds, attended an informational meeting with CareerForce.

w. **Jim, ALS:** MNLINK has resumed, some libraries are not participating at this time, limit on the number of items patrons can request, Chris Carlson is the new Interlibrary Loan Coordinator, Mail-A-Book can check out in-house items to MSOP-Moose Lake starting August 1.

x. **Chris M., ALS:** Enterprise update on August 4, stopped pushing out due dates in Horizon, spreading out dates for expired cards, adding holidays to the system weekly, let Chris know if you want normal due dates, Hibbing church items cannot be requested.

2. Approval of COMPASS minutes for May 27, 2020 meeting. **K. Sundstrom approved.**

4. COMPASS and Technology Related Issues.

a. Horizon 7.5.6: what's new and exciting?

Chris M. provided a new features demonstration that included merge borrower, update borrower expiration date, changing pickup location, automatically show all item out, manually changing due date, check out receipt savings, claims returned, block screen buttons and passwords. A demo document is available in the Google Drive.

5. "Round-robin" questions of the day

a. Have any ALS libraries made plans about having volunteers return to work in their libraries?

**Aurora:** One summer volunteer is working, must follow safety plan protocols.

**Duluth:** Some Friends of the Library volunteers are working with donated books, must wear mask and work alone.

**Grand Marais:** Volunteer gardeners are outside the building.

**Two Harbors:** One volunteer is shelving items, must wear mask and gloves.

**Eveleth:** Will be looking into a volunteer program in the future.

6. Next meeting: August 26, 2020.

7. Katie S. adjourned, 11:23 a.m.