

RAILS Special Member Update, March 30, 2020 – Chat Log

The following is an edited chat log from the March 30 RAILS Special Member Update. Edits made include arranging the content by category

Some of the comments below were addressed via Chat, others were addressed during the live member update session. RAILS is also researching answers to some of the questions and will keep members informed via our [COVID-19 Library Pulse Page](#), the weekly RAILS E-News, and other means.

Edited Chat Log Arranged by Category:

General

Emily Fister: This meeting is being recorded and the recording and the chat will be available on the RAILS website.

Dan Bostrom: Hi everyone, if you're looking for the agenda, you can find it here:
https://static.librarylearning.info/event_documents/jAVvwVgrwZo.pdf

Dan Bostrom: RAILS COVID-19 Pulse page: <https://www.railslibraries.info/issues/178451>

Greg Weydert: Is the gov going to make the shelter in place official with the federal guideline of April 30th?

Mary Witt: I heard a rumor that the governor is going to extend the shelter in place today

Debra

Stombres: President did extend shelter in place to April 30, from Rose Garden last night.

Michelle Kilty: Keep in mind the federal guidelines is not the same as shelter in place. Two different things. The dates might align though.

Gary C.: He's giving an update any moment now.

Doug King: I'd be more concerned if they AREN'T extended

Jacqueline

Christen (Glenside) Will the sheet listing closings and pay continue to be updated -- are libraries being encouraged to update that?

Mary Witt: Jacqueline - yes, we are still encouraging libraries to update their closing information. That information is on our pulse page.

Bethd: With the unprecedented numbers of people needing to apply for unemployment, do you think that libraries will be deemed essential? We are the only place in our community that has computer access and unemployment cannot be filed through phones.

Delivery

cwaltman: Has there been an official extension of RAILS delivery cancellation?

Mary Witt: Delivery is suspended until further notice

Mary Witt: We will definitely keep members informed

Molly Bitters: Are the RAILS delivery sorters and drivers being paid during the shutdown?

Mary Witt: Yes - delivery sorters and drivers are being paid

Deirdre

Brennan: Yes, all RAILS staff are being paid

Molly Bitters: Thank you, that's good to hear!

Building Cleaning

Kate Hall: We just deep cleaned our building this weekend! :)

Nicole Steeves: Are the deep cleaners on the COVID page?

Nicole

Zimmermann: Nicole, I will check. I don't think we've added that yet. I can certainly do that.

Nicole Steeves: Thanks!

Leighton Shell: Does it make sense to hold off doing a deep cleaning until closer to a re-opening date?

Jacqueline

Christen: (Glenside) Re: deep cleaning -- we made a spreadsheet of tasks prioritized from what could be done ASAP, and what would be done closer to reopening

Jaclyn: Jacqueline, could you share your spreadsheet? I'd be curious to see what's on your list. Thanks!

Jacqueline

Christen: (Glenside) Sure Jaclyn, let me know your email address

Catherine

Lemmer: If no one in building and closed (no one in but one daily walk through); is deep cleaning beyond regular cleaning necessary?

Kate Hall: We did a deep clean because we had a potential case reported. We felt it was the safe thing to do.

Julie Milavec: We did deep clean in lieu of regular cleaning because the building is closed to the public. Good time to get the floors waxed, steam clean public restrooms, etc.

HR Source

jessica: Where is the HR source link for what to do when an employee has COVID-19?

Katie Cangelosi: I also missed where the HR Source link is if an employee gets COVID-19 - sorry!

Kate Hall: Here is the link from HR Source:

<https://www.railslibraries.info/sites/default/files/Coronavirus%20Statement%20from%20HR%20Source.pdf>

jessica: Thanks!

Illinois State Library (Talking Books, IPLAR, Construction Grant, etc.)

Nicole Steeves: Are you accepting Talking Books signups at this time?

karenegan: Nicole, please submit the TB sign up, but it may be until we are back in the office before it can be processed.

Nicole Steeves: OK

pmiller: What about the IPLAR?

Nicole

Zimmermann: I think someone had a question about IPLAR? Can you be specific?

Kristi: The Creston-Dement Library is applying for the Construction Grant. Did I hear that the date to submit has been extended?

April: Do we know when the meeting scheduled for the Live & Learn construction Grant Review Committee will occur?

Institute of Museum and Library Services- 3/30/20 webinar/Handling of Library Materials

Laura Keyes: Could you please share a link to that noon webinar on safe handling?

Joseph Filapek: IMLS Webinar: <https://www.ims.gov/webinars/mitigating-covid-19-when-managing-paper-based-circulating-and-other-types-collections>

Dana: I believe it is full though

natalieziarnik: Yes, it's full.

cwaltman: Yes, it is. Can RAILS please add the recoding of this to the RAILS pulse page once it is available?

Joseph Filapek: It is full but the recording will be made available on that page

Nicole

Zimmermann: It will be recorded

Mary Witt: We will also include a link to the recording on our pulse page

Dana: Great, thank you Joe

Warren Township

Public Library: Does anyone feel we should wipe down all books before we open?

Alex Todd: Is there a possibility that we won't have to clean materials? That the virus won't/can't survive on these surfaces for more than a few hours?

sarah: I think that getting some good, solid info out there on this matter would be really valuable!

Leighton Shell: <https://americanlibrariesmagazine.org/blogs/the-scoop/how-to-sanitize-collections-covid-19/>

Diane Foote: (Illinois Library Association) Thank you, Leighton!!

Diane Foote: (Illinois Library Association) Dee is right that it's not a one-time thing necessarily. But, regarding wiping down books prior to opening: My favorite line from the recent American Libraries article on the topic: "...the easiest, least expensive, and most effective disinfectant is time." Alex, there is developing information about how many hours, and on what types of services.

Sarah: ALA said: <https://americanlibrariesmagazine.org/blogs/the-scoop/how-to-sanitize-collections-covid-19/> "Time is the best sanitizer" according to one part of the article.

Cheryl: I'm guessing anything that's been locked up in a library for weeks will be clean, but anything returned will need cleaning

Alex Todd: Cheryl, but everything will have been locked up for weeks - including what's in people's homes

Jessica

Goodwin: What I am more concerned about is if patrons take it upon themselves to clean materials.

Jennifer Drinka: I'm concerned about letting patrons browse/touch the collection. I feel confident that we can clean surfaces (tables, railings, etc.) as well as come up with a plan for returned materials. I wonder if we'll need to have closed stacks for a period of time.

Diane Foote: (Illinois Library Association) Here is the latest research. It doesn't tell us X number of hours or days. But it is the information we have available right now.
<https://www.ila.org/advocacy/coronavirus-resources/faq-about-libraries-and-the-coronavirus>

Monica Harris: Thank you, Diane.

Diane Foote: (Illinois Library Association) Scroll to the second Q.

Diane Foote: (Illinois Library Association) *surfaces, not services.

RAILS Virtual Program Survey/Virtual Services

Nicole

Zimmermann: <https://www.railslibraries.info/webform/virtual-program>

Amy Walsh: Is this survey for public libraries only? or also School Libraries?

Nicole

Zimmermann: Amy, the survey is for every library type

Alex Todd: Libraries can have multiple entries, right?

Mary Witt: Alex - yes, multiple entries are welcome

Jennifer Drinka: Thank you, Monica! I loved hearing those ideas.

Jennifer Drinka: I wish we could keep our Wi-Fi open. Our Police Department asked us to keep the Wi-Fi off, as people were gathering, and it meant that police needed to physically approach people that they'd rather not. It was an attractive nuisance.

Property Taxes

Jeff Stafford: Is there any discussion about a property tax holiday or extension of traditional payment dates?

Diane Foote: (Illinois Library Association) Jeff, the Illinois General Assembly is closed, but yes, we think those possibilities might be on the table. Nothing definitive yet.

Deirdre

Brennan: Jeff, there is no information yet about changes in property tax dates.

Jeanne - BPL: Diane: Will ILA be advocating against that if it does come up? That will be devastating for many libraries, school districts, etc.

Diane Foote (Illinois Library Association) Jeanne, against which exactly?

Jeanne - BPL: Sorry Diane - just saw your message - a property tax holiday specifically. (A property tax extension wouldn't be great but would be a little easier to handle.)

Diane Foote: (Illinois Library Association) Jeanne, thanks! Oh, ABSOLUTELY we will oppose anything that delays or lessens property tax revenues. Agreed an extension is (slightly) more palatable than a holiday.

Jeanne - BPL: Thanks Diane! We appreciate all your hard work!

Diane Foote: (Illinois Library Association) Don't thank me yet.....

Jeanne - BPL: Ha, even if not successful, the work is appreciated :)

Diane Foote: (Illinois Library Association) :-)

Open Meetings Act/Conducting Board Meetings

Christy

Semande: I'm sorry, I was attending a faculty meeting and missed the beginning of this meeting. Has the the topic of how to have public library board meetings while meeting OMA criteria been covered? (or is it on the Pulse page?)

Deirdre

Brennan: Christy, not yet. I will update in a bit

Diane Foote: (Illinois Library Association) Christy, the resources here MIGHT help but I realize it's just a start (scroll to 3/18/2020 update <https://www.ila.org/advocacy/coronavirus-resources#legal-resources>)

Mary Witt: Christy - there is also info on the OMA on the pulse page in the Illinois News section

Continuing Education/Webinars/Zoom & Online meetings

Kate Hall: If it is helpful, we have been putting together a list of CE opportunities for staff. I have made it viewable to all:
<https://docs.google.com/spreadsheets/d/1dOyEhLjxAZRtsHjO5WTQ8oJGXvQqIVhUCeDzNgC-VlQ/edit?usp=sharing>

Jennifer Ryder: When is that one?

Jennifer Ryder: Julie Tappendorf's webinar on privacy

Kate Hall: <https://www.librarylearning.info/events/?eventID=31206>

Kate Hall: That was the link, Jennifer. :)

Cristy Stuegia: Thanks Kate for your CE opportunities for staff..very helpful.

Jennifer Ryder: Thank you Kate! :-D

Lynne Noffke: Thanks, Kate!

Kate Hall: :)

Joel: <https://www.businessinsider.com/coursera-yale-science-of-wellbeing-free-course-review-overview>

Joel: Highly recommend this!

Alex Todd: Any good recommendations for Zoom tutorials?

Diane Foote: (Illinois Library Association) Alex, if you scroll down to the button "An Introduction to Zoom Meetings" there is a very simple, easy-to-understand tutorial.
<https://www.ila.org/about/committee-and-forum-resources/conducting-meetings-via-zoom>

Alex Todd: Thanks Diane.

Kristi: Going through so many emails, I read something about Techsoup had free webinars. Now I cannot find that information. Help

Leighton Shell: I heard Techsoup has discounted Zoom pricing, too.

Kate Hall: @Kristi, here is the techsoup link https://techsoup.course.tc/catalog?type=microsoft-digital-skillcenter&utm_campaign=Microsoft%20Digital%20Skills%20Center%20for%20Nonprofits&utm_source=hs_email&utm_medium=email&utm_content=85214182&hsenc=p2ANqtz-9ektwQ3SO3zr8OO3gIEWZUrVlt8nEE44APUpQ1BxM-Cfoi0bDiiefp-DwbYeyM8IAjBHi_aFOJVS5gu63TFo3LGXxvaJE5Lxn9GQ6cJGzD34sXujY&hsmi=85226492

jaffelder: RAILS is helping me counteract isolation!

Dan Bostrom: Submit a webinar topic here: <https://www.surveymonkey.com/r/MSWDBW9>

Josph Filapek: Do a webinar for RAILS! <https://www.surveymonkey.com/r/MSWDBW9>

Kate Buckson: Webinars on mental health and stress management for staff would be so helpful!

Ashley Johnson: Meditation is the only thing getting me through this.

Kate Hall: We have created a joint task force for Glenview and Northbrook and are promoting mental health resources to the community that some people might find useful:
<https://www.glenviewnorthbrookcoronavirus.info/>

Nicole Steeves: QuarantBeard!

Jaclyn: Nicole--your dreams for humanity are coming true!

Alex Todd: Is Kate doing a webinar on zero inbox?

Alex Todd: Or rather, Kate NEEDS to do a webinar on zero inbox.

Alex Todd: I logged on and had 666 unread emails this morning.

Alex Todd: I did not take it as a sign

Lisa Knasiak: Tee hee, Alex.

Kate Hall: @Alex, you are giving my palpitations. I would be happy to do a productivity email, but I have to own that I haven't been getting to inbox zero I'm getting slammed with emails and so my goal is to get it down to 20 emails or less in my inbox every day

Monica Harris: Alex - here's a link to our recent program on how to run online meetings:
<https://www.youtube.com/watch?v=Hu3Q9igzExQ>

Jaclyn: When are those water cooler chats?

Dan Bostrom: RAILS Online Water Cooler, Thurs., April 2, 2-3 pm:
<https://www.librarylearning.info/events/?eventID=31211>

Dan Bostrom: RAILS Online Roundtable: School Library Tech Tips, Wed., April 8, 4-5 pm:
<https://www.librarylearning.info/events/?eventID=31153>

Dan Bostrom: RAILS Online Roundtable: Solo Marketers in the Library, Thurs., May 14, 1-2 pm:
<https://www.librarylearning.info/events/?eventID=31153>

E-Books

Kathy Roegge

PSPLD: Do you know if either eBook collections intends to expand access to titles during this situation?

jaffelder: We are expanding ebook purchases

Nicole

Zimmermann: library.biblioboard.com

Dan Bostrom: BiblioBoard: <https://library.biblioboard.com/>

Catherine

Lemmer: What button so you click

Dan Bostrom: Click "BiblioBoard Library of Illinois"

Nicole

Zimmermann: anna.behm@railslibraries.info

Conducting Meetings/Wheaton Public Library presentation – Betsy Adamowski

Catherine

Lemmer: Is it sufficient to put the agenda on the web if in the past you posted it in the lobby

jaffelder: We put on door

Alex Todd: I know some folks (Algonquin) had a hybrid meeting

Alex Todd: Where Sara and a trustee were in the lobby and the rest called in

Jennifer

Garden: We will post our agenda on our door so that people can see it if they want to.

Laura Keyes: Dunlap Public Library had two hybrid Board meetings last week.

Sara - AAPLD: We will likely offer hybrid in April as well (though I may be the only person physically present and that's okay with me!).

pmiller: The governor's order eliminated the in person quorum but it did not waived about having a policy to allow board member to phone in. We don't have such a policy, can we still have a board meeting via zoom?

cwaltman: pmiller - I asked that question during the session and the answer was make it the first agenda item to pass a resolution allowing e-attendance

Alex Todd: Yes, that was likely an oversight in the Governor's EO.

Alex Todd: I very much doubt any agency will be prosecuted for minor OMA violations during this time

Joseph Filapek: <https://www.wheaton.il.us/AgendaCenter/ViewFile/Agenda/03302020-1379>

Sarah: Wow! I hope this program will be available for on-demand viewing. This is potent stuff!

Mary Witt: Sarah - this meeting is being recorded and the recording and chat will be available on our [pulse page](#)

jjenkins: So glad this meeting is being recorded, there is a lot of very valuable information, and a lot to take in!

Jaclyn: Betsy, thanks so much for all of this--I'm expecting a lot of this to come up for me soon.

Nicole Steeves: Technical question: how are you managing the executive session? Separate Zoom session and recording?

Kate Hall: Documentation is key in case there is federal reimbursement money that comes later on

jjenkins: Thank you so much Betsy, great information!

Lynne Noffke: Thank you so much, Betsy!

Leighton Shell: As a first year director, thank you. Still learning.

Jenny Jackson: Thank you, Betsy!!!

Jill: Thanks for the great information!

Sarah: Hurray for COD!

Kate Hall: Who is with me on sending comments in to Betsy to read out loud? I'm thinking something along the lines of how awesome she is? :)

Sarah: I hope you'll report back, for the rest of us.

Stefanie Geitz: I like your cat Deirdre

Lisa Knasiak: I have seen more cats, dogs, and kids these past weeks. I love it.

Deirdre
Brennan: That is my cat Augustus.

Tari Sangston: Please tell me that is after Augustus Gloop...

Nancy
Ashbrook: Betsy: Can we get your cover letter you sent to staff re: FMLA Families First act?

Employees Working from Home Issues/Northbrook Public Library presentation – Kate Hall

Kate Hall: PA 100-1094 Illinois Wage Payment and Collection Act Amendment:
<http://www.ilga.gov/legislation/publicacts/fulltext.asp?Name=100-1094&GA=100>

Lynne Noffke: Awesome, just thinking about that, Kate!

Sarah: If the SOS rep is still on call, it might be worth approaching CMS for a reimbursement schedule. They have a travel reimbursement one, I wonder if they have one for work-at-home situations.

ggregory: Does anyone know if this applies to state employees?

Alex Todd: I hope they do. Paying staff during this is a big ask already (as Betsy said). But if we also have to pay for their internet and paper, that may be a bridge too far.

Ross Shanley-
Roberts: Kate, so you don't get 240+ emails asking for it, where could we get this spreadsheet?

Alex Todd: Send Rebecca 240+ emails!

Sarah: Sounds like CMS might want that spreadsheet, too! (I don't think they have anything!)

Leighton Shell: Yeah, if they are getting 100% pay for 50% work then can't that cover expenses?

Gary C.: If staff have unlimited internet access at home already, what expense are they incurring?

Nicole
Zimmermann: Gary, could be things like printing...

Debra

Stombres: We have extended a \$20 reimbursement for using technology at home to all employees. They have to fill out a form. Is this enough?

cmedal: How did Kate determine the payment to be from \$1,000 - \$3,500 per month?

Jennifer Ryder: Kate will you have something posted so we can refer to this later?

Kate Hall: I will send emails out to the Directors Only mailing list and ask RAILS to post info on the pulse page. Coming soon

Megan Millen: We also have the Will County Center for Economic Development's lobbyist firm Cook-Witter working on this issue. I will report when I hear from them.

Diane Foote: (Illinois Library Association) Can I ask people to please be cautious reaching out to your legislators before we have more information? Clearly this is a major issue and we do want to be sure it doesn't go the OTHER way. There are already exceptions for employers written into the law and we want to be sure those don't go away.

Diane Foote: (Illinois Library Association) I know we can't sit on this but I think we need to be careful. Thanks, Dee.

Amy Carthage

PLD: What about new emergency sick pay bill?

Debra

Stombres: It is a new FMLA bill

Leighton Shell: Without trying to sound like a jerk, if they make me "itemize" expenses then I might have to itemize pay. :/

Diane Foote: (Illinois Library Association) Amy, we JUST put out this morning some information about that: <http://www.ila.org/advocacy/coronavirus-resources#legal-resources>

Diane Foote: (Illinois Library Association) Look for the third 3/29/2020 update and the 3/22/2020 update also in that bulleted item

Alex Todd: The Feds gave 2 weeks of paid sick leave to all employees related to COVID-19

Lisa Williams

Moline Public

Library: The Families First act?

Diane Foote: (Illinois Library Association) YES!!

natalieziarnik: I think it is Family First Act.

April: It's EFMLA

Mollie

Brumbaugh: It goes into effect 4/1

Samantha Daly: A revised and extended FMLA bill

Catherine

Lemmer: We were told that we could email the poster

Kathy Roegge

PSPLD: How big of staff do you have to have for this to cover them?

Diane Foote: (Illinois Library Association) EFMLA is PART of the Families First Act.

Kate Hall: We just emailed it out to staff because we have told all staff that they are expected to check their email 1x/regularly scheduled shift

Kate Hall: All staff

Alex Todd: We just did e-mail as well.

Mollie

Brumbaugh: They extended it all the way down to 1 employee.

Jeanne - BPL: Under 500 people on staff are required to follow the act

Diane Foote: (Illinois Library Association) Kathy, Jeanne, the EFMLA and the EPSLA might differ on the number of employees. Please check. They are BOTH part of the Families First Act.

Diane Foote: (Illinois Library Association) Email me following this if you have questions dfoote@ila.org

CLPL

Conferencing: It applies to ALL staff for public entities

Sandy

Whitmer: DOL News Release about Paid Sick Leave and Expanded FMLA
<https://www.dol.gov/newsroom/releases/whd/whd20200324>

Monica Harris: FAQs on Emergency Family Medical Leave Expansion Act from Ancel Glink
<http://workplacereport.ancelglink.com/2020/03/faqs-on-emergency-family-medical-leave.html>

Other/Misc.

Kate Hall: Way to go, Annie! <https://www.schaumburglibrary.org/>

Barb Weber: Where is the kindness calendar?

Leila Heath: <https://www.schaumburglibrary.org/kindness>

Barb Weber: Thank you!

Ashley Johnson: Census!!

Alex Todd: Thanks to RAILS for all they're doing to help us help our communities.

Alex Todd: You guys are awesome and I love Mary's red glasses.

Jennifer Ryder: Thank you so much.

Debra

Stombres: Thank you, this was helpful

Kate Buckson: Thank you all! These updates are so helpful.

Emily Hoffman: Thanks a lot!

Lynne Noffke: Thanks so much-you all rock!

Stefanie Geitz: Thank you

Lisa Knasiak: Yes, Mary's glasses are amazing! Thanks, everybody.

Leora Siegel: Thanks much!

Alex Todd: 240+ emails to Diane!

Jim Deiters: Thank you everybody. Be safe!

Mary Aylmer: Thanks very much!

Alex Todd: I agree, Betsy.

Diane Foote (Illinois Library Association) GAAA, Alex, insta-forward to the Advocacy Committee

Alex Todd: retirement plans get accelerated, things like that

Nicole Steeves: Does anyone have a draft plan of a gradual reopening?

Jennifer Drinka: Our local bank has an A team and a B team coming in to work, so that if someone gets sick on one team, they can clean the building and bring in the other team. They alternate working every other work. I thought this might be a good model for when we reopen.

Louise Svehla: Thank you all!

Cindy: thank you

Kathy Roegge

PSPLD: Thanks for all the information. It has been a very valuable meeting.

Catherine

Yanikoski: Thank you so much for this information!

Carissa's: Thank you

choatej: Thank you for the information!

Christina: thank you

Greg Weydert: thank you

Robin

Helenthal: Is this meeting being recorded?

zanellie: Thank you

cwaltman: Thank you for doing these. Very helpful and lots of helpful people at the same table. Take care all!

John Slanicky: Thank you!!

cindy: Appreciate all the valuable information.

Kim Bunner: Thank you all.

Dan Bostrom: Bye!

Juanita Durkin: Thank you, everyone!

April: Thank you, Sara from Colona PL

cmedal: Thank you so much!

Rebecca

Malinowski: Thanks everyone!