

MEETING DATE: November 18, 2021

TO: Library Board of Trustees

FROM: Judy Booth, Library Director

SUBJECT: APPROVAL FOR PURCHASE OF CAMERA FOR THE LIBRARY CONFERENCE ROOM

SUMMARY

At the Foundation Meeting of October 26, 2021, Foundation Board President Oates asked Director Booth if the Library would purchase a better web camera for hybrid meetings in the Library Conference Room.

RECOMMENDATION

Receive and file

FISCAL IMPACT

Unknown.

DISCUSSION

At the Foundation Meeting of October 26, 2021, Foundation Board President Oates asked Director Booth if the Library would purchase a better web camera for hybrid meetings in the Library Conference Room.

Later Director Booth called President Oates for clarification and was told by President Oates that she preferred that the purchase be made from the Foundation Restricted Account which requires Board approval.

Director Booth also spoke with staff about the ability of adding a web camera. It turns out the changing one element of the set-up, such as the camera in this case, will not improve the ability to conduct hybrid meetings. The Library Conference Room requires its audio-visual needs improved, including: installation of the replacement projector which was received from the Police Department Mural Room and improvement of the sound quality of the room.

As an interim solution staff have rearranged the Foundation's meeting room set-up to improve hybrid meeting quality using the current camera. This will be implemented at the Foundation's December 7, 2021, meeting and President Oates will provide staff feedback on the workability of that solution.