

## Roy R. Estle Memorial Library

Library Board of Trustees Meeting Minutes – Telephonic meeting due to COVID-19 regulations as allowed by Iowa law.

April 29, 2020

**Present:** Library Board of Trustees: Bob Findlay, Heather Willrich, Sue Beavers, Greg Cagle, Katie Johnston. Shelly Cory –Library Director. Ryan Coon-City Council Liaison.

**Previous month's minutes** Sue moved and Katie seconded, to approve the prior meeting minutes. Vote - 5-0. Motion passed.

**Patron comments and concerns:** Two patrons voiced concerns in regards to vacation time and raises for library employees.

### **Library Director:**

Upcoming Events for May: None due to social distancing guidelines in regards to COVID-19

Employee status – Reviewed – Library is closed to the public. Staff is working on library projects and preparing for remodel Phase 1. Shelly is working full time hours, Tina working most of her hours. They have been weeding and planning for future programs. Kathy and Chloe have not been working. Shelly is working on a phased plan to reopen.

Meetings/Classes – None

### **Financial:**

Prior Month's Expenses, Greg moved and Katie seconded, to approve the prior month's expenses.

Vote - 5-0. Motion passed.

2020 Current FY Budget – reviewed

**Memorials** – None

### **Other Business:**

2020.4 Computer updates - Greg moved and Sue seconded to approve purchasing two new public computers. Vote - 5-0 Motion passed

2020.5 Salary increases FYE 2021 - Katie moved and Heather seconded to approve the proposed salary increases. Vote - 4-0, Sue abstained. Motion passed

2020.6 Vacation Extension - Sue moved and Greg seconded to approve extending Tina's unused vacation from the original deadline of May until August 31<sup>st</sup> 2020. Vote - 5-0 Motion passed

**City Council Liaison's report** – Thank you to Shelly and the library staff for all they are doing to keep our community safe.

### **Board of Trustees:**

**Announcements:** the next regular Library Board of Trustees meeting will be May 27th 7:00 pm, at the Roy R. Estle Memorial Library.

**Review of Actions from Meeting:** Approved prior month's minutes, current invoices, salary increases, vacation extension, and the purchase of two new computers.

**Adjourn**

Respectfully Submitted

Heather Willrich

Board Secretary