

Roy R. Estle Memorial Library

Library Board of Trustees Meeting Minutes – Electronic meeting due to COVID-19 regulations

October 28, 2020

Present: Library Board of Trustees: Bob Findlay, Heather Willrich, Sue Beavers, Greg Cagle, Katie Johnston. Shelly Cory –Library Director.

Absent: Ryan Coon-City Council Liaison, Danny Beyer-City Council Liaison.

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

Patron comments and concerns: A patron voiced concerns that the Library does not have the Library Foundation's financials. Another patron voiced concerns, in regards to, wanting to know how much of every tax dollar goes to the library, and that library materials were not received until 10:00 am the day of the meeting, and the board received them at 9:00am the day of the meeting.

Library Director:

Upcoming Events for November: Story Time take-home craft kits available Wednesdays 10:00am. Adult November Pinterest craft kits. Youth book club to re-convene inside library. Accepting baskets for FOL silent basket auction.

Employee status – Reviewed – Phase 2 of reopen plan in progress. Building is open to the public for browsing and checking out only: Tuesday & Thursday 9am-11am At-risk patrons only; Tuesday, Wednesday & Thursday 4pm-6pm All patrons. Saturday 9am-11am All patrons. No contact pickup service available. Shelly and Tina working regular hours. Chloe, Ann, Kathy working slightly reduced PT hours.

Meetings/Classes – None

Financial:

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

Vote - 5-0. Motion passed.

2020 Current FY Budget – reviewed

Memorials – none

Other Business:

New – 2020.12 Library Remodel Children's Area Change Order - proposal with an estimated cost of \$6000-\$8000 to add an office space for the Youth Services Librarian in the new children's section. No action taken. Tabled until the special meeting November 2nd

2020.13 2022 Budget Sue moved, and Katie seconded to approve the proposed 2022 budget and send to City Council. Vote - 5-0. Motion passed.

Old – 2020.8 Reopen Plan Due to Covid-19 Update on Phase 3: Extend browsing hours in November to Tuesday, Wednesday & Thursday 9:00am-12:00pm All Patrons, 4:00pm-6:00pm All Patrons; Saturday 9:00am-12:00pm All Patrons.

The following services will be available to patrons during building hours: faxing, copying, scanning, laminating. 2 computers available for public use.

City Council Liaison's report – None present.

Board of Trustees: Greg requested we ask the Library Foundation for a financial report.

Announcements:

A special meeting will be held Monday, November 2 at 7:00pm, at the Roy R. Estle Memorial Library (Or via electronic means due to Covid-19) for discussion and possible action on a Youth Services office.

The next regular Library Board of Trustees meeting will be Tuesday, November 24, 7:00 pm, at the Roy R. Estle Memorial Library. (Or via electronic means due to Covid-19)

Review of Actions from Meeting: Approved prior month's minutes and current invoices. Approved proposed FYE 2022 Budget and will be sent to City Council. Reviewed Phase 3 reopen plans for November.

Adjourn

Respectfully Submitted

Heather Willrich

Board Secretary