

## Roy R. Estle Memorial Library

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

November 24, 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** Greg moved, and Sue seconded, to approve the October 28, 2020 meeting minutes. Vote - 5-0. Motion passed. Sue moved and Katie seconded, to approve the November 2, 2020 meeting minutes. Vote 5-0. Motion passed.

**Patron comments and concerns:** A patron voiced concerns about a change order that was brought up at the city council meeting and who authorized it.

### **Library Director:**

Upcoming Events for December: Story Time take-home craft kits available Wednesdays 10:00am. Adult December Pinterest craft kits date TBD. December 8: Book n a Bite Club 3:30pm; December 24 & 25 Closed; December 31 Close at 1:00pm. Letters to Santa: A mailbox from the North Pole will be placed at the library for kids to drop off letters to Santa. Elves will empty it on a regular basis, take letters to Santa, who will write back.

Dallas Center Library Foundation Update: balance \$270,262.85

Employee status – Reviewed – Phase 2 of reopen plan in progress. Building is open to the public for browsing and checking out: Tuesday, Wednesday & Thursday 9am-12pm All patrons, 4pm-6pm All patrons. Saturday 9am-12pm All patrons. No contact pickup still available. Services available: faxing, copying, scanning. 2 public computers with (1) ½ hour session per person. Shelly and Tina working regular hours. Chloe, Ann, Kathy working slightly reduced PT hours.

Meetings/Classes – None

### **Financial:**

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

Vote - 5-0. Motion passed.

2020 Current FY Budget – reviewed

**Memorials** – Ron McClure – Family of Ron McClure

### **Other Business:**

**New – 2020.14 Security Cameras – Library Addition** Heather moved, and Katie seconded, to approve a quote from Frontier Technology, LLC in the amount of \$5,236 for installation of new security cameras in the library addition.

**Old – 2020.8 Reopen Plan Due to Covid-19** The library will continue with the same plan as last month and re-visit Phase 3 in January based on the current Covid-19 situation.

**City Council Liaison's report** – none present.

**Board of Trustees:**

**Announcements:** the next regular Library Board of Trustees meeting will be December 30, 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 installation of security cameras in the library addition. Reviewed reopen plans for December.

**Adjourn**

Respectfully Submitted

Heather Willrich

Board Secretary