

## Roy R. Estle Memorial Library

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

February 24, 2021

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

**Library Board President Update/Communication:** Bob Findlay addressed meeting protocol and his responsibilities as Library Board President in leading meetings.

**Public Communication:** A community member voiced concerns about the estimates on furnishings, and questioned when we could expect payment from the foundation. Another community member expressed concerns regarding being muted during a zoom meeting is censorship, and concerns about donor recognition and questioned how much the library addition ended up costing.

### **Library Director:**

Upcoming Events for March: Take-home craft kits will be available during Spring Break week 10:00am. Adult March Pinterest craft kits date TBD. February 8 Book n a Bite Club 3:30pm.

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 (except during time of construction) Saturday 9am-12pm All patrons. No contact pickup still available. Services available: faxing, copying, scanning. Shelly and Tina working regular hours. Chloe, Ann, Kathy working slightly reduced PT hours.

### **Financial:**

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

Vote - 5-0. Motion passed.

2021 Current FY Budget – reviewed

**Memorials** – none

### **Other Business:**

**New – 2021.2 Library Board Procedural Rules** Heather moved, and Sue seconded, to adopt Dallas Center Library Board of Trustees Procedural Rules that pertains to rules and provisions of Library Board meetings. Vote 5-0. Motion passed.

**2021.3 Library Grand Reopening Ceremony** Ideas for a reopening ceremony were discussed. A tentative date of May 15 was discussed and will be further discussed at the next meeting.

**Old – 2021.1 Fundraising** Shelly gave an update with an accurate number from the Dallas Center Library Foundation on fundraising. As of February 9, 2021, the Foundation has raised \$338,861. The Foundation was also awarded \$60,000 from the Roy J. Carver Trust to be spent on furnishings and technology for the new and remodeled building.

**2020.16 Donor Recognition** Shelly is working with two companies to get ideas and estimates for a donor recognition plaque.

**2020.8 Reopen Plan Due to Covid-19** The library will continue with the same plan as last month, with the addition of extending the building hours to 9:00am-6:00pm Tuesday, Wednesday and Thursday. We may need to revert to curbside only for a limited time due to remodeling.

**City Council Liaison's report** – The library has 100% support of the council.

**Board of Trustees:** Shelly needs all of our support as she go through cancer treatments.

**Announcements:** the next regular Library Board of Trustees meeting will be March 31, 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 Library Board Procedural Rules. Discussed ideas for a grand reopening ceremony. Including a ribbon cutting, having the event later in the day, pre-packaged refreshments, kids games, having the library open, possible dates of mid to late April or May. Possibly Saturday, May 15 from 10:00-2:00 with the ribbon cutting around 11ish, inviting Estes, Construction Team, Council, Board etc. Shelly gave an update on fundraising. Discussed donor recognition. Reviewed reopen plans for March.

**Adjourn**

Respectfully Submitted

Heather Willrich

Board Secretary