

Tues 08/18/2020

Attended @ Library:

Submitted by S Wirth

Mark Smith
Brian Paul Friedland
Pat Moore
Ceil
Kelley
Sharon Wirth
Rex Wiggers
Joe Liberto
Garrett McGowen
Norm
Ellis
Alice Taychert
FOL President Andy Greeley as special Guest

Absent:

Regular meeting called to order at 4:02

July Minutes from S Wirth Moved to Accept by Rex, 2nd Brian

Alice Taychert> Director's Report

- 1 **STLS:** Quarantine of materials - 4 days for books
Quarantine of materials - 5 days for DVDs and Audiobooks
- 2 **Weeding & Reshelving:** Currently working on oversize books
- 3 **Request for help:** WWI veteran, James Clyde Preston 1911/1910

Rex Wiggers> Financial Report

- 1 July reports were approved and accepted w/o reservations or changes, Sharon & 2nd Brian
 - 2 Balances in the City accounts do not contain Unemployment Comp Amounts
 - 3 Board checking account shows balance of grant monies
 - 4 2nd Qtr., Quarterly reports are overdue but expected soon
- Motion by Garrett to accept, 2nd by
Brian
- Motion to pay all current bills/invoices

Sharon Wirth>Reporting on Personnel Committee

- 1 Noted that the Library has been receiving phone calls regarding applications
Callers should be told positions will be posted online and advertised
- 2 FUNDRAISER \$3,130 raised of \$3,000 goal 75 donors
- 3 Sharon/Mark- Presented (3) alternatives to Open-Closed Hours schedules
Rex confirmed that each option was within the budget, but hours should be kept down to enable the Capital Fund to grow.
#1 M-Th 12 to 7 // Fri 12 to 5 //Sat 9 to 1 // Sun Closed = Total 37

- #2 M-Tues-Th 10 to 2 and 4 to 7// Wed 10 to 6 //Fri 10 to 2 and 3 to 5 //Sat 9 to 1 // Sun Closed = Total 39
- #3 Tues 9 to 5 // Wed and Th 9 to 7 //Fri 12 to 5 //Sat 9 to 1 // Sun 1 to 3 //Mon Closed = Total 40

After open discussion, the Personnel Committee recommended option #1
The Board voted to use option #1

- 4 Suggestions were entertained to increase space/time usage by bringing in specialists for 'workshops' Ex Tax Filing, Geneology, Basic Computer Use, How to use a 'SmartPhone' and Special Speakers
- 5 Discussion regarding occupancy for covid-19 compliance
- 6 Annual Trustee Training is required - Mark to contact Brian @ STLS for Date/Time
- 7 Annual Federal Harassment Training is required - to be scheduled for New Hire Group, employees and Board at a later date

Joe Liberto> Reporting on Building Committee

- 1 Discussion regarding covid required items
Monitor and Keyboard Covers required for Opening
- 2 Quarantine Bins and Sneeze Guards to be purchased from Gordmans (Molly L)
- 3 The STLS Grant Monies to reimburse for Computer items due June/July 2021
- 4 Voted to purchase new vacuum (Rex) as monies have already been approved by the Board
by Garrett and 2nd by Brian
- 5 Voted to purchase new chairs as old ones are not sanitary
- 6 Joe noted that 'Thank You' and 'Welcome' signs will be purchased prior to opening
- 7 Voted to remove glass display case as unsafe by Sharon and 2nd by Brian

Pat Moore> Reporting on Friends of the Library

- 1 Introduction and Greetings from Andy and FOL

Other:

- 1 Pat to contact City regarding Occupancy
- 2 Chris B requested to locate OSHA required signs for Fire Safety Occupancy

Next Board Meeting to be Tuesday 09/15/2020 @ 5:00 PM

Motion to Adjourn @ 4:57 PM:

Moved by Garrett, 2nd by Brian