

The Community Library
Board of Trustees Minutes
September 9, 2020

Call to Order:

As a quorum was present, President Ken Hotopp called the meeting to order at 1:00 p.m. Since the trustees were following the restrictions imposed by the Covid 19 pandemic, the meeting was held remotely via Zoom. Present: Ruth Ashworth, Fred Barnes, Harriet Berard, Linda Carpenter, Janice Clark, Virginia Downs, Ken Hotopp, Dee Neary, Janet Sand, Julia Walter, Kim Zimmer. Absent: John Scott.

Minutes:

Mrs. Neary made a motion, seconded by Mrs. Berard, and was unanimously approved to accept the August 2020 minutes.

Communications :

Ms. Zimmer received a thank you note from Jerry and Jan Peters thanking the trustees for their "I Love My Library" t-shirts.

Otis Corporation will now be the company that will inspect and repair the elevator.

Rose & Kernan Insurance will be expanding their offerings, and Ms. Zimmer will research their additional policies.

Director's Report:

Ms. Zimmer and the staff have moved the children's collection to the Becker Room.

Ms. Zimmer and Pete Lindemann are meeting to determine a schedule in October for book discussions focused on Lincoln.

Ms. Zimmer announced that Overdrive represents the most use by patrons; however, curbside usage continues to grow.

Assuming the painting of the railings will be completed over the weekend, the library, with limitations, will reopen Tuesday, September 15.

Ms. Zimmer believes that the library should be an active participant in community activities.

She suggested that trustees seek involvement in the Empty Bowls project and the Halloween Scarecrow competition.

Ms. Zimmer will be moving computers and the copier to different locations.

Treasurer's Report:

Ms. Carpenter presented the expenses and income for January-August 2020. Ms. Carpenter indicated that she had reviewed the current bills (due to the coronavirus the entire board was unable to do so). Ms. Carpenter made a motion, seconded by Ms. Walter, and was unanimously approved to pay the bills .

Committee Reports:

Finance:

The committee will meet early in October to consider financial needs for the 2021-2022 budget.

Long Range:

Ms. Clark indicated that there will be six focus groups: board, friends, staff, youth, parents, and local officials.

Building:

Ms. Zimmer will be meeting with the architects on September 18 at 10:00 to discuss future building phases and costs. The annex plan was developed years ago and the question is whether the proposal should be revised.

Mr. Hotopp had two bids for new grass (necessary after the steps and sidewalk renovation). Mrs. Berard made a motion, seconded by Mr. Barnes, and was unanimously approved to contract with Testa Maintenance to seed and water the new grass for \$1500.

Old Business:

Ms. Walter mentioned the Theater Project's presentation, The Rabbit's Wedding, on September 26 & 27 at 2:00 p.m. This will be presented on the lawn of the Methodist Church (reservations needed) with a limitation of 40 people due to social distancing.

New Business:

Ms. Walter volunteered to chair a committee celebrating the 100th anniversary of the library. As historian, Mrs. Berard will be coordinating the celebration.

Mr. Hotopp agreed that reading glasses be purchased for patron usage as Ms. Zimmer had suggested.

Important dates:

10/8/20 1:00 p.m. next regular trustee meeting

Adjournment:

Ms. Walter made a motion, seconded by Mrs. Sand, and was unanimously approved to adjourn at 2:30 p.m.

Submitted by Virginia Downs