

Anne West District Library Board of Trustees Meeting

June 23, 2020

Meeting via Zoom at Anne West Library Conference Room

Meeting was called to order at 6:30 pm by Vice President Jim Koonce and a determination of a quorum was established with the following board members physically present or via ZOOM: Jim Koonce, Heather Castlebery (zoom), Elaine Miskell, Sheri Hunter, Allison Owen (zoom) and Debbie Johnson present. President Bill Slider was absent. Employees present were Mary Stoner and Jennifer Sigler. There were no visitors.

Approval of the agenda was approved with a motion made by Elaine Miskell, and seconded by Heather Castlebery. The motion carried. All voted yes.

Reading and approval of May 2020 minutes were approved with a motion by Sheri Hunter and seconded by Elaine Miskell; motion was carried, with all voting yes.

There were no public comments.

In Communications, The Courier had an article concerning the Library during Covid times that was much appreciated.

In the bookkeeper's report, it was noted that the end amount of the Memorial for Gary Emery, after purchasing Cardinal Baseball books, the family approved moving the amount left into the Building Fund. With a motion from Debbie Johnson and seconded by Sheri Hunter, a motion was made to accept the bookkeeper's report, per audit. Roll call vote was all yes, and motion carried.

In the Library Director's report, Jessica reported more than 4,000 books have been checked out/read from our patron families before reaching Kindergarten. 17 Adults have registered for our Adult summer reading program. Jennifer is now helping with the Library website, freeing up Mary for the many additional needs with the Building Expansion. In a motion made by Debbie Johnson and seconded by Sheri Hunter, a motion to accept the Library Director's report. With roll call vote, all were in favor and motion carried.

In a request from the bookkeeper, Mary Stoner is to check into the APY offered by the various banks we use, and to look for those that offer the best rates for the Library's needs. In a request from the Library Director, the Board will open another Special Reserve Account to house the check from the Harrison-Bruce Foundation.

In business from the Building Expansion Project, bids are to be received by 2 pm on July 7, 2020. We will have a Special Library Board meeting at 6:30pm July 7, 2020 to review those bids.

In Personnel business, Allison Owen and Debbie Johnson went over the Director's Evaluation with the Board. Another very positive report, with our appreciation from the Board on how Mary Stoner has handled the many decisions Covid 19 has added to her duties/responsibilities.

Ordinance 19-03 for Board Meetings for the next fiscal year was approved by the Board with a motion made by Debbie Johnson and seconded by Elaine Miskell, with a roll call vote of all yes; motion carried.

For the Non-Resident Fee, in a motion made by Elaine Miskell and seconded by Allison Owen, the decision was made to keep the fee at \$92 for the next year. In a roll call vote of all yes, the motion carried.

Heather Castlebery made the motion to go into closed executive session, with a second by Allison Owen. Motion carried with roll call vote of all yes.

In a motion made by Allison Owen and seconded by Heather Castlebery, a motion was made to go back into Open Session. Roll call vote of all yes; motion carried.

In Open Session, it was voted to increase the Director's salary by \$1.77 an hour, by a motion made by Elaine Miskell and seconded by Sheri Hunter, and a roll call vote of all yes, the motion carried.

In a motion made by Allison Owen and seconded by Debbie Johnson, it was voted to open up the last 6 months of closed session minutes. Roll call vote of all yes, and motion carried.

At 7:40 pm, in a move by Debbie Johnson and seconded by Heather Castlebery, a roll call vote of all yes, the movement to adjourn was voted all yes.

A Special Board Meeting has been set at 6: 30 pm July 7, 2020. The Regular Board Meeting is scheduled for July 28, 2020 at 6:30 pm.

Respectfully submitted,

Debbie Johnson