

Anne West District Library Board of Trustees Meeting

July 28, 2020

Meeting at Anne West Library Computer Room

Meeting was called to order at 6:30 pm by President Bill Slider and a determination of a quorum was established with the following board members physically present: Jim Koonce, Heather Abell Castlebery, Bill Slider, Elaine Miskell, Sheri Hunter, Allison Owen and Debbie Johnson present. Employees present were Mary Stoner, Pam Alstat and Jennifer Sigler. Visitors were Jerry Humble and Steve Sims.

Approval of the agenda was approved with a motion made by Jim Koonce, and seconded by Sheri Hunter. The motion carried. All voted yes.

Reading and approval of the June 23, 2020 and special Board Meeting July 9, 2020 minutes were approved with a motion by Jim Koonce and seconded by Elaine Miskell; motion was carried, with all voting yes.

In public comments, a notice was out in our local paper one month ago to address the budget hearing. No one came to our meeting to address this. We also received a sweet note from a patron concerning our curbside services.

In Communications, we received our Refuge check from the Federal government for \$2,378.21. We received our Per Capita grant award letter notifying the library that we will receive a check for \$14,136.25. We were happy to hear we will also be awarded the Project Next Generation grant.

In our Financial Secretary's report, with a motion from Debbie Johnson and seconded by Allison Owen, we moved to take \$33,042.06 from the Tax Account and move it to Special Reserve 1 account at Bank of Herrin. With a move by Allison Owen and seconded by Debbie Johnson, the Board moved to move \$40,000 from the Tax account to the Operating Fund account. In a request from the Financial Secretary, the Board, with a move by Debbie Johnson and seconded by Sheri Hunter, moved to take our Special Reserves Account in the amount of \$63,189.06 and move it to a 12-month CD at First Mid Bank, where it will receive much better interest. The Financial Secretary's report was accepted, per audit, by a move by Jim Koonce and seconded by Sheri Hunter, and passed by the Board.

In the Library Director Report, Mary Stoner went over the cooperation amongst all Librarians to ensure a great summer reading program. Jennifer designed and implemented the start of the shift plan, which will help all needed areas in the plan for our library addition. With only partial days open, more than 700 items were checked out in the month of June.

In Unfinished Business, the Board is glad to have Jerry Humble added to our Building/Grounds committee as a volunteer, and welcome his expertise as we take on this building expansion.

In a move by Heather Abell, and seconded by Sheri Hunter, the Board passed the approval and signing of Ordinance 20-01. (The Annual Budget and Appropriations Ordinance). The motion carried.

With a move by Allison Owen and a second by Elaine Miskell, the Board moved to accept the Base Bid for our Library addition, along with Alternate 2A and 3A, given by Ross Construction, with a unanimous vote.

The Trustee Training was over "Life with Covid".

Our next Library Board meeting is set for 6:30pm on August 25.

At 7:40, with a move by Allison Owen and seconded by Elaine Miskell, the Board voted to adjourn.

Respectfully submitted,

Debbie Johnson