

Anne West District Library Board of Trustees Meeting

January 26, 2021

Meeting at Anne West Lindsey Library (open area)

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: Heather Abell, Bill Slider, Elaine Miskell, Sheri Hunter, Jim Koonce and Debbie Johnson. Allison Owen was absent. Employees present were Mary Stoner, and Pam Alstat. Also present was the library bookkeeper, Jennifer Sigler. There were no visitors

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

Reading and approval of the November 24, 2020 minutes were approved with a motion by Elaine Miskell and seconded by Jim Koonce; motion was carried, with all voting yes.

There were no public comments.

In Communications the Library received a notice from the County Tax Assessor, that a deposit of \$27,148.32 was deposited into our account.

In the Financial Secretary's Report, Jennifer will be adding a line to the operating section to show the percent of the budget used monthly. Jennifer went over the past several months of financial statements. In a move by Debbie Johnson and seconded by Elaine Miskell, the report was accepted, per audit, by the Board, with all saying aye.

Mary went over each Librarian's report, giving current updates in all areas going on. The Friends of the Library met by Zoom on January 11. They will start their membership drive in March. The Library is helping collect Valentines to go to Veterans and senior shut ins. The Board was happy to hear the Library will once again be opening to the public, beginning February 1, 2021. Once again, the Library will be closing one hour early to cover the Covid cleaning needs. In a move by Sheri Hunter and seconded by Elaine Miskell, the Board voted to accept the Director Report, with all voting aye.

In a Financial Secretary request, the Board, with a move by Debbie Johnson and seconded by Jim Koonce, moved to take \$100,000 from the Library Tax Fund and move it to the Library Operating Fund. All members voted to approve this.

In Committee Reports, the By Law Committee will meet February 1 to go over the By Laws Review. The Strategic Plan committee went over their evaluation, and with a move by Jim Koonce and seconded by Debbie Johnson, the evaluation was approved. This move was passed with all members voting in favor. In the Building and Grounds committee, the Library Board was given an overview of how the construction was going. In a motion by Heather Abell and seconded by Sheri Hunter, the Board voted to have a check for the library's portion of the \$196,371.00 payment written to Ross Construction, with all

voting yes in favor. The Building and Grounds Committee discussed some plans for the Plaque going in after the new addition is finished, making sure the names of both Butch Waggoner and Pat Searcy are included.

With a move by Jim Koonce and seconded by Sheri Hunter, the Board voted to go into closed session, with all members voting yes. With a move by Jim Koonce and seconded by Elaine Miskell, it was voted to keep all minutes remaining open. All voted yes in favor. A move to go back into Open Session was given by Debbie Johnson and seconded by Heather Abell. All voted in favor of returning to Open Session. Once in Open Session, Jim Koonce nominated and Heather Abell seconded that the past 6 months of minutes remain open to the public. All members votes yes.

In a question concerning the Investment Policy, it was noted that it is in the Policy Manual, which is gone over every April.

The Certificate of Status-Non-Homestead Exemption Renewal was shown and signed.

The Board went over their Trustee Training, signing their certificate of completion for sexual harassment prevention training.

At 7:39, the Board voted to adjourn, with a move by Heather Abell and seconded by Jim Koonce. All voted in favor of adjourning. The next Library Board meeting will be held February 23, 2021.

Respectfully submitted,

Debbie Johnson