

WEST BRANCH DISTRICT LIBRARY

JANUARY BOARD MEETING

JANUARY 4, 2021

Call to order: Meeting called to order by president Michael at 5:00 p.m. followed by pledge of allegiance

Members present: K. Michael, T. Barnhart, S. Jennings, S. Smith, K. Shirey, R. Taylor and director J. Sheridan along with staff member L. Rinaldi. Due to Covid-19 restrictions alternate members were not present.

Agenda: T. Barnhart and L. Rinaldi request additions to agenda. Motion to approve additions to agenda: #5 closing of library in inclement weather and #3 in addition to Silent Auction report Lori has meeting request, motion made by T. Barnhart and supported by S. Jennings. All in favor. Additions approved.

Public comment: None

Board Minutes: On file. Motion by S. Smith to approve minutes of November 2, 2020 meeting. Supported by R. Taylor, all in favor, motion approved.

Bills to pay: Director reviewed current bills to be paid. Motion to pay bills made by T. Barnhart, supported by S. Smith. All approved, motion carried.

Financials: On file. Several line items are over budget, Director explained. Will plan to address. Motion to accept financial year to date made by K. Shirey, supported by K. Michael. All in favor, motion carried.

Correspondence: Christmas cards received and posted for all to view.

Old Business: city of West Branch apparently captured millage monies which were not to be taken. John will follow up on and report to board. We feel it was an oversight.

New Business: Personnel Committed report reviewed and accepted library director yearly evaluation. Covid-19 policy discussed. We need to review for current recommendations. Motion made by T. Barnhart to develop a new updated policy, S. Smith supported, all in favor, motion carried. L. Rinaldi reported on the success of the silent auction, 40 vendors donated. 37 different packages were offered and total of \$1700 was made. One patron donated \$100 for some research work done. Lori requested possibility of attending MLA course offered in February. She has applied for and been awarded a \$500 scholarship and is requesting board to approve balance. S. Smith motioned to approve to cover balance of course fee and T. Barnhart supported. All in favor, motion carried. Lori is continuing to try to find scholarship money. Closing of library and procedure to follow when inclement weather is present was discussed and will be developed. Board wants to be sure staff and director are safe with traveling.

Directors Report: On file and discussed.

Next meeting: February 1st 5:00 p.m. Meeting adjourned at 6:10 p.m.

Kathy Shirey, secretary