

JESUP PUBLIC LIBRARY BOARD OF DIRECTOR'S MEETING  
MONDAY, JUNE 22, 2020

The Jesup Public Library Board of Directors met on Monday, June 22, 2020 via Zoom (video conference). President John Bergman called the meeting to order at 6:08 p.m.

Present: Becky Burke, Tony Lang, Linda Schmit, Angie Sabers, Dana Hummel, Kraig Emick, Trela Rottinghaus, Al VanderHart

Absent: Becky Wehrspann (watched Zoom recording at a later date)

Guests: None

The agenda was reviewed; a motion was made by Kraig and seconded by Al to approve the agenda. All voted aye; motion carried.

#### SECRETARY'S REPORT

A motion was made by Linda and seconded by Kraig to approve and accept the secretary's report for the May 26, 2020 board meeting. All voted aye; motion carried. A motion was made by Tony and seconded by Dana to approve and accept the secretary's report for the special June 1, 2020 meeting. All voted aye; motion carried.

#### FINANCIAL REPORT

A motion was made by Angie and seconded by Trela to accept the Revenue and Expense Report. All voted aye; motion carried. A motion was made by Linda and seconded by Dana to accept and approve paying the bills. All voted aye; motion carried.

#### DIRECTOR'S REPORT

- The Library has been open under Phase II guidelines for just more than a week; things have gone very well. Approximately 30 people per day are entering. Becky B. has continued to provide materials and services through curbside pickup, online checkout, etc. for those not comfortable entering the building.
- Our state accreditation was approved at Tier 3 level
- State Annual Report is due in October; great flexibility and leniency will be shown in requirements due to COVID closures, etc.
- Plan to maintain current Phase II guidelines for foreseeable future; will re-evaluate at July Board meeting, or sooner as necessary

#### COMMITTEE REPORTS

- **Executive Committee:** met to discuss Annual Report; each committee asked to evaluate written committee plans and provide updates/feedback at August meeting
- **Outreach Committee:** met to discuss Endowment Fundraiser ideas. Pursued wine/beer tasting event by contacting Hy-Vee – they are not currently hosting events and most vendors are not providing services. May have to postpone from August date originally discussed.
- **Facilities & Grounds Committee:** met to discuss moving forward with roof project. Becky B. and Andy T. are working together to set a start date. Committee began research on 'touchless' equipment (faucets, doors, toilets, etc.) with feedback/input from Dick Curry of Independence Plumbing, Heating & Cooling. More research will continue. Committee has updated long-term budget plan in preparation for budget review. Bidding process will be included in Annual Report.

- **Finance Committee:** discussed accounts and funds available to cover the expense for the roof repair/replacement project. These include the **Library Trust Account, Repairs/Maintenance Line Item, Equipment Fund, and McElroy Trust Matching Grant**

#### CITIZEN INPUT

- None

#### OLD BUSINESS

- **Marketing/Branding work sessions:** Discussion concerning latest meeting; feedback offered on acronyms/names, color schemes, etc.
- **McElroy Trust Matching Grant:** we were approved for the \$7,500 grant; we may use funds in our own savings accounts as matching funds. The Finance Committee recommended accepting the grant with specified conditions. All voted aye; motion carried.
- **Roof Funding:** The roof quote is \$63,423. The Finance Committee recommends the following amounts from each fund to cover the cost – Repairs/Maintenance \$20,000 (leaving \$5,000 for FY 2021); \$7,500 McElroy Trust grant; \$20,000 Equipment Fund; approximately \$16,000 from Library Trust account. All voted aye; motion carried.

#### NEW BUSINESS

- None

Our next Board meeting is Monday, July 27 at 6 p.m.

Our next Board Work Session is TBD

Kraig motioned to adjourn at 7:15 p.m.

Respectfully Submitted,

Becky Wehrspann, Secretary