**Dormann Library**

**Board of Trustees**

**Minutes**

**Tuesday, August 18, 2020**

**Present**: C. Stephenson, L. Bronson, D. Shugars, R. Sprague, S. Pifer, H. Schneider, J. Hadac, and T. Didrence.

**Adoption of Agenda**: R. Sprague made a motion and J. Hadac seconded. All approved.

**Period for public expression**: Public present but no expression.

**Interim Library Manager Report:**

* Most staff are now either at 2/3 of their hours or at their full hours that they used to be at.
* There will be a staff meeting on August 29 at 10 a.m. via Zoom. Safety will be discussed as well as how things are going with reopening.
* Did not do summer programming. Will do some events in September.
* Received Tyrtle Beach money and will be doing a drive in movie in September.
* Strong Kids Safe Kids (a county wide event) is on Friday, September 18. The library will provide keychains to give out at the drive thru event.
* The staff are checking to see if books donated from Henry Dormann are worth any money.
* Book Barn is now open five days a week.
* A report was created of how many books have not been circulating in the last three years in order to make room for new books. There are over 5,000 that have not been circulating in the last three years. Staff will be weeding some of them out to sell at the Book Barn.
* Tara will be ordering more new books as well.
* The library will no longer be used as a polling place for elections. Notified via letter.
* Rotary is now meeting at Country Club and has retrieved some items that were stored at the library.
* Taggart Insurance is looking into why the Dormann Library has an auto policy, Tara found out about it based on mail she received.
* The library now has a Sam’s Club account.

**Committee Reports:** No reports at this time.

**Old Business:**

* **Search Committee** 
  + Have had 7 people apply for director’s position.
  + Open to accepting applications until September 15.
  + Will rank people and then have 2-3 finalists meet with the board.
* **Tree Removal** – All set and bill paid.
* **ARC Grant** 
  + Upgrades needed for server are outside the grant.
  + Replacing the server and thin clients could be applied to the grant. The server and the thin clients that the library currently has does need to be replaced and licensing and an uninterrupted power supply is needed based on STLS recommendations.
  + Would like to also purchase chrome books and mobile hot spots with the grant as well.
  + There is no line item in the budget for technology. Need to add a line item for technology for next year’s budget.
  + Money from ARC grant will be available June 2021.
  + Dormann would need to commit to $8-10 thousand for the grant.
  + Grant does not come around annually.
  + D. Shugars made a motion to apply for the ARC grant to get server, thin clients, chrome books and hot spots with a $8-10 thousand match from the Dormann Library. C. Stephenson seconded. All approved.

**New Business:**

* **Reopening of Café** - Will discuss at September staff meeting. D. Shugars recommended only providing shelf stable items if the café does open in order to save funds in case things do go bad from not being used. Tara expressed interest in training staff on food safety that work at the café. The board would like to look at ways to decrease financial loss at the café during this time of covid19 as well.

**Period for Public Expression:** None

R. Sprague moved to adjourn meeting and J. Hadac seconded. Approved unanimously.

**Next meeting: September 15 at 5 p.m. via Zoom.**