**Dormann Library**

**Board of Trustees**

**Minutes**

**Tuesday November 17, 2020**

**Present**: L. Bronson, R. Sprague, R. Mishrell, D. Shugars, T. McKinley, S. Pifer, L. Perry, L. Rumsey, H. Schneider, T. Didrence, and E. House

**Call to Meeting to Order: 5:02 p.m.**

**Adoption of Agenda**: K. Mishrell made a motion and R. Sprague seconded. All approved.

**Period for public expression**: No public present.

**Correspondence:** Three cards received from staff saying Thank You to the board.

**October Meeting Minutes:** R. Sprague moved to approve and K. Mishrell seconded. All approved.

**Library Director Report:**

* Tax Cap Form – H. Schneider will get a number for the form to L. Rumsey by the end of the meeting.
* Local Library Services Aid – will receive $2,682 in 2020, 2021 and 2022.
* Report was provided

**Committee Reports:**

* **Building Committee**
* Security System – L. Rumsey will get some options and send out via email so we can vote via email to move faster with a system.
* K. Mishrell has reached out for quotes on the roof, is still waiting on them.
* L. Rumsey will ask P. Langendorfer to check on gutters.
* **Budget and Finance**
* H. Schneider sent out all of the financials via email.
* Less income and less expenses because not open as much.
* Investments are doing better than expected.
* K. Mishrell moved to approve and D. Shugars seconded. All approved.
* 2022 Budget – will bring that budget and any revisions to 2021 budget to December meeting.
* **Legal –** no report
* **Personnel**
* Card party for M. Heinz – board members are welcome to send cards.
* No Christmas Party, staff will still be recognized. R. Sprague will coordinate with L. Rumsey a good time to bring cards and store bought cookies.
* **Public Relations –** no report
* **Lifelong Learning –** no report

**Old Business:**

* **Reopening of Café** – Will revisit at next meeting.

**New Business:**

* **Staff Handbook –** First Reading
* **Personnel Shifts –** L. Rumsey asked that we look at changing some staff positions. There was discussion around ideas for increasing budget and shift positions.

**Period for Public Expression:** None

H. Schneider moved to adjourn meeting at 5:54 p.m. and D. Shugars seconded. Approved unanimously.

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