**Dormann Library**

**Board of Trustees**

**Minutes**

**Tuesday, January 19, 2021**

**Present**: C. Stephenson, L. Bronson, R. Sprague, D. Shugars, K. Mishrell, T. McKinley, S. Pifer, L. Perry, L. Rumsey, and H. Schneider. K. Caudill was present as a staff representative. M. Bixby was there to discuss Eastern Security quote for the library.

**Call to Meeting to Order: 5:01 p.m.**

**Adoption of Agenda**: L. Perry made a motion and R. Sprague seconded. All approved.

**Period for public/staff expression**: No comment

**Eastern Security:** Gave presentation on quote for security from M. Bixby. Proposed four cameras for the building.

**December Meeting Minutes:** D. Shugars moved to approve and K. Mishrell seconded. All approved.

**Correspondence:** None.

**Library Director Report:**

* Decided to not keep recorded meetings after a month.
* Decided do not need monitored temperature sensor that was recommended by Davis Ulmer.
* K. Mishrell will call contractor to get gutters fixed as they are leaking badly despite being cleaned multiple times just in the year 2020.
* Roofing project could be covered by state funds that will be available in a grant that will be available in mid-April.
* Looking for a ladder to paint the ceiling in the alcove. H. Schneider recommended using Pinnacle.
* Looking to consolidate multiple systems (security, sprinkler, fire, etc). Davis Ulmer can provide four systems all in one. However need to look into if there are contracts with current systems that need to be fulfilled. L. Rumsey will talk to Eastern and see if can do a security system for just a year so there is time to evaluate consolidating all of the systems.
* L. Rumsey will work with S. Pifer on acoustic panels for teen section.
* L. Rumsey will get quotes for windows that need blinds. L. Perry will see if BOCES knows if they bought them in the annex and where they got them from.
* L. Rumsey invited board members to get a tour if they’d like one.
* L. Rumsey will find a way to get rid of old chair rack. Suggestions included Pinnacle, community or other libraries.
* K. Mishrell made a motion to go fine free, D. Shugars seconded. All approved.
* Will wait until STLS Tech grant comes through to see if received money for zero clients.
* Need a sound system for programming. T. Didrence and K. Caudill will work with S. Pifer.
* Looking at changing the phone system to Blink Voice Cirrus.
* L. Rumsey worked with H. Schneider on learning financial processes.

**Committee Reports:**

* **Building Committee -** Working on gutter, roofing and security projects as discussed previously.
* **Budget and Finance**
* Came in under budget for 2020 because of what was made on investments and because the library kept staff employed during pandemic and received a credit from the government.
* Will have a presentation on investment accounts next month.
* **Legal –** no report
* **Personnel** - Library Workers Day is coming up on April 6. R. Sprague will work with L. Rumsey on a few ideas.
* **Public Relations –** Kudos on library projects from C. Stephenson.
* **Lifelong Learning –** 75% of earned interest can be used every year H. Schneider found.
* **Leases** – L. Rumsey and others will look for the Pro Action and Historical Society Leases.

**Old Business:**

* **Budget** – 2021 budget has increased ~$27,000 due to payroll. 2022 budget has also increased due to payroll. In order to do this, we may need to use funds from reserve funds for 2022. These budgets were approved last month with the changes.
* **Committee Appointments** –
  + **President** – L. Bronson
  + **Vice President** – L. Perry
  + **Secretary** – T. McKinley
  + **Treasurer** – H. Schneider
  + **Buildings and Grounds** – K. Mishrell, Chair
    - C. Stephenson
    - L. Perry
  + **Lifelong Learning** – A. Longwell – Chair (will check)
  + **Personnel** – R. Sprague, Chair
    - D. Shugars
    - T. McKinley
  + **Public Relations** – C. Stephenson, Chair
    - S. Pifer
  + **Budget and Finance** – D. Shugars, Chair
    - H. Schneider
    - K. Mishrell
  + **Legal** – Bob Plaskov, Chair (will check)
    - R. Sprague
  + **Book Barn Liaison** – Jessie Hadac (will check)

**Period for Public/Staff Expression:** Thank you from K. Caudill.

H. Schneider moved to adjourn meeting at 6:38 p.m. and K. Mishrell seconded. Approved unanimously.

**Next meeting: February 16 at 5 p.m. via Zoom.**