**Dormann Library**

**Board of Trustees**

**Minutes**

**Tuesday, May 18, 2021**

**Present**: C. Stephenson, L. Bronson, R. Sprague, S. Pifer, L. Perry, H. Schneider, L. Zawrotny, T. McKinley, E. Simms, D. Shugars, and L. Rumsey.

**Call Meeting to Order: 5:04 p.m.**

**Adoption of Agenda**: H. Schneider made a motion and R. Sprague seconded. All approved.

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

**April Meeting Minutes:** L. Perry moved to approve and L. Zawrotny seconded. All approved.

**Correspondence:** Letter came in from the jail that was difficult to read.

**Library Director Report:**

* Would like to open the café and break even with income including staff expenses.
* R. Sprague will check with a lawyer in regards to bringing pets into the library as therapy animals.
* L. Rumsey will also check with Department of Health in regards to pets because of the café.
* R. Sprague will check with a lawyer in regards to if can share with police if they ask if someone is in the library.
* T. McKinley will send L. Rumsey an Emergency Procedure Policy.
* L. Rumsey reviewed a situation that included giving a banning letter to a patron.
* Board congratulated L. Rumsey for winning the book cart as she was nominated as an outstanding library director.
* L. Rumsey will send link for Google Drive folder for board documents.

**Committee Reports:**

* **Building Committee** – K. Mishrell not present but L. Bronson gave report.
* K. Mishrell delivered the pavers and stones for the outdoor café window.
* Roofing project moving along.
* **Budget and Finance –**
* Doing well with investments and currently under budget.
* Tracking finances for café, including staffing for it currently.
* **Legal –** No report.
* **Personnel** – Director’s Evaluation went well.
* **Public Relations –** No report. C**.** Stephenson is retiring and would like to volunteer at library more.
* **Lifelong Learning –** No report.

**Old Business:**

* **Budget Vote Planning** – Need to push budget vote to July 22. There will be an open meeting at 5 p.m. on July 20 for the public to ask questions on the budget. L. Bronson will email the template on what was used to give to the public in the past years to L. Rumsey. L. Rumsey will need to contact the Election Board to let them know in order to do the vote. H. Schneider will send the numbers for the template to L. Bronson and L. Rumsey.

**New Business:**

* E. Simms was voted in as our newest trustee to the Dormann Library Board.

**Period for Public/Staff Expression:** None

Meeting ended at 5:39 p.m.

**Next meeting: June 15 at 5 p.m. in person.**