Board of Trustees
Meeting Minutes
August 18, 2020 - 6:45 pm – Large Meeting Room

Call to Order: 6:50pm following tour of building addition progress

Present: Mike Holmes, JoAnne Sandman, Bill Scarpaci, Jean Bouacha, Ken Berger
Absent: Ann Marie Jinkins, Donna Riha
Also Present: Jane Lenser. Director; Kylee Bear, Communications Manager

Agenda:
JoAnne motioned to approve the agenda, Jean seconded; Motion carried.

Secretary’s Report:
Ken motioned to approve the secretary’s report, Jean seconded; Motion carried.

Treasurer’s Report:
Jean motioned to approve the July, 2020 bills for payment and submit the July, 2020 report for audit, JoAnne seconded; Motion carried

Director’s Report:
Jane Lenser—written report

Unfinished Business:
Discussion of open hours—it was decided to open from 1:00-5:00pm on Sundays after Labor Day, but keep all other open hours unchanged for now. Jane will continue to monitor attendance and need.

New Business:
Bill motioned to approve the library’s participation in the Emergency Family Medical Leave Act (FMLA) portion of the Families First Coronavirus Response Act even though we have less than 50 employees, Jean seconded; Motion carried.
Discussion of eligible staff using Emergency FMLA benefit—it was recommended that staff not work in the building alone outside of open hours.
Ken motioned to update the “Resignations” section of the Personnel Manual as presented, JoAnne seconded; Motion carried.
JoAnne motioned to approve the Secretary’s minutes for 2019-2020, Bill seconded; Motion carried.

Next Meeting: Tuesday, September 22, 2020; 6:45pm
Adjournment: Jean motioned to adjourn, JoAnne seconded; Meeting adjourned at 7:50pm