

Cuba Circulation Library
Board of Trustees Monthly Meeting Minutes
Monday, March 9, 2020

Present: Christine Berardi, Sara Talbot, Marsha Long, Gary Enderle, Tracy Knavel, Lin Assink, David Crowley, Trisia Young, Faith Stewart, Thomas Donahue and Sharry Semans

Absent: Lynn Fulmer

Also Present: Tina Dalton; and Friends representatives – Pat Ash, Twila Barr and Heather Forness

Call to Order: The meeting was called to order by Christine Berardi, at 5:30 PM

Public Comment: None

Friends Report: Pat Ash furnished a Treasurer's report and reviewed it with us; Twila Barr advised that she and Pat Ash were stepping down as officers, and introduced Heather Forness as the incoming Vice President.

Minutes of Previous Meeting: Dave Crowley moved to accept the Minutes of the February meeting. The motion was seconded by Trisia Young, and the motion passed.

Treasurer's Report: Gary Enderle indicated all of the funds were down by approximately 5% due to the fluctuations of the recent stock market.

Committee Reports:

Finance: Tina reviewed the Profit and Loss Statements.

Building and Grounds: Tina reported in for Lynn Fulmer. Lynn is still working with some of the construction issues of the overhang.

We may need to do some painting around one of the recently installed cameras.

The plaque for the overhang is in the design work up stage.

There was a handout regarding the proposed hanging system for the gallery. A motion was made by Faith Stewart to purchase the hanger system. Lin Assink seconded the motion and the motion was carried.

Personnel: Christine Berardi reported that we had finished Tina's evaluation, and she passed with flying colors. Tina furnished us with a copy of her many projects and accomplishments she completed this year.

Acquisitions/Gallery: No report

Planning: No report.

Programs: No report.

Technology: No report. However, Tina indicated we may want to replace our laptops in the very near future, and she is looking into some grants.

Nominating Committee: No report.

Unfinished Business:

1. **Cameras:** They have all been installed. Still waiting for them to go on line. We may need to trim some branches because of the location of one of the cameras. We will wait to see.
2. **Sexual Harassment Training:** Everyone was again reminded this needs to get done.
3. **Community room use agreement:** Tina provided an updated agreement with the new language approved by the insurance company. A motion was made by Tracy Knavel to accept the Agreement. Marsha Long seconded the motion, and the motion passed.
4. **Census:** Tina indicated that there would be a program at the Opera House this week explaining the Census and also the Library's role in the process.

New Business:

1. **Coronavirus Protocol:** After some discussion, we agreed that we should follow the school district's lead regarding closings, etc. We will attempt to do a more frequent cleaning of toys, computer boards, etc. There will be sanitizers placed throughout the library. Lin indicated it would be beneficial to put up some instructions/protocols for the public, and Tina is going to develop that posting for us.

Director's Report: Tina reviewed her report and Youth Director's report with us.

Trisia made a motion to adjourn the meeting at 6:15 PM, and Sara seconded it. Passed

Respectfully submitted:

Sharry Semans

Secretary