

Town of Indian Lake Library Board of Trustees Meeting January 19, 2021

The virtual "Go to Meeting" was called to order by President Ernie Pollman at 7:05 PM

Attending: Ernie Pollan, Mary Jean Rathbun, Pam Howard, Susan Rollings (via computer) Beverly Cannan via phone. **Absent:** Sherry Williams

Director's Report: Susan reviewed visits with school groups and plans for scheduling virtual family activities during the school break when Snow Cade would have occurred in February. Gardening projects will also be starting soon. Crafty Wednesdays will restart, see the Library calendar on the library web site.

Donations in memory of Meade Hutchins have been coming in. Susan will send thank you notes and a letter to his wife Kathy with list of who donated. She will also ask for input from Kathy as to how to best remember Meade when we spend the money.

Stewarts grant: per a suggestion from Pam, Susan will ask for more this year. (\$1,000 vs the usual \$500)

New entryway is functioning well except that the new roof unloads onto the sidewalk. Sue has been keeping it cleared and some help from the town crew. She will be getting sand for this area. May have to ask Bill to put up barrier, easier access from pelon road side of the porch to the book drop.

Magazine Subscriptions: New vendor WT Cox. Better pricing and paring down our number of magazines. Susan will provide us with a list of those we currently subscribe to. Hamilton County Express has been renewed and received.

Current staffing schedules continue and all say they are ok with it. At home logs continue to be completed. New portable phones purchased so that each have their own once we open again. Good idea Susan. But caused problem with fax machine, solution pending.

Request sent to the Friends to purchase new shelving for paperback books. Total about \$250.

COVID discussion was had and we all agreed to keep library functioning as is and revisit reopening at each monthly board meeting. Susan has not had any complaints from public or staff regarding current curbside status.

Staff have been contributing to writing policies in regards to their functions in the library as part of their work from home projects with guidance and assignments from Susan. Once Susan has completed them with the staff she will review them with the board for approval.

Minimal Standards new deadline 1/1/2022. The board will need to be working on this with Susan with SALs assist also.

Bills: Motion to pay made by MJ 2nd by Bev. Ernie will stop by library to sign them.

Old Business: Directors Insurance still in process. Due to start Feb 1st. Also copier insurance rider needed at no cost to us. Susan is following up on these items.

New Business: Board Positions were discussed for nominating officers. I.e. President, Vice President. Decision to table until next meeting as Sherry was absent. Secretary will continue to be Mary Jean Rathbun as was decided when Peggy's term ended.

Next Meeting February 16th at 5pm. Meeting Adjourned at 8:05 PM by Ernie Pollman

Minutes Submitted by Mary Jean Rathbun