



**BOARD OF TRUSTEES
REGULAR MEETING MINUTES
NOVEMBER 18, 2020, 5:00 P.M.
JENKINS ROOM & VIA TELECONFERENCE**

The Regular Meeting was called to order at 5:01 p.m. by Cimino with the following members present: Cimino, Savako, Moser, Courtney and Grair. Barber and Walz were excused. Also present were Brian Hare, Director and Patricia Bertsch, Fiscal Officer.

AGENDA APPROVAL: to approve the agenda as presented.

Moser made a motion and Savako seconded
5 aye; 0 no; 2 absent; 0 abstain

COMMENTS FROM PERSONS IN ATTENDANCE: None

Res#72-20 **MINUTES APPROVAL:** to approve the minutes of the October 21, 2020 Regular Meeting as presented.

Moser made a motion and Savako seconded
5 aye; 0 no; 2 absent; 0 abstain

FISCAL OFFICER

Res#73-20 **Financial Report & Summary Approval:** to approve the Fiscal Officer Financial Report (11-A)
11-A and Financial Summary (11-B) for October 2020 as presented.

11-B Courtney made a motion and Savako seconded
5 aye; 0 no; 2 absent; 0 abstain

Donations & Gifts: none

Discards: none

Res#74-20 **Amended Official Certificate of Estimated Resources:** to approve the third amendment of the
11-C 2020 Official Certificate of Estimated Resources as presented.

Moser made a motion and Courtney seconded
5 aye; 0 no; 2 absent; 0 abstain

DIRECTOR

Monthly Report / Statistics 11-D

Department Reports / Statistics 11-E

Adult Services

Children's Services

Public Services

Announcements: None

COMMITTEE REPORTS

BYLAWS AND POLICY COMMITTEE: Did not meet

FINANCE COMMITTEE: Did not meet

RECORDS RETENTION COMMITTEE: Met on 11/18/20 at 4:57 p.m.

Records Retention Schedule (RC-2): The Committee recommended the disposal of documents per the Records Retention Schedule (RC-2).

5 aye; 0 no; 2 absent; 0 abstain

LONG RANGE PLANNING COMMITTEE: Did not meet

BUILDING AND GROUNDS COMMITTEE: Met on 11/6/20 at 3:00 p.m.

PERSONNEL COMMITTEE: Did not meet.

OLD BUSINESS: None

NEW BUSINESS

2021 Holidays: to approve that the Library will be closed on the following 2021 holidays:

Res#75-20

New Year's Day, Jan. 1 (Fri)	Labor Day, September 6
Martin Luther King Day, Jan. 18	Thanksgiving Day, Nov. 25 (close 6 p.m. Wed. 24)
Easter Sunday, April 4	Christmas Eve, Dec. 24 (Fri)
Memorial Day, May 31	Christmas Day, Dec. 25 (Sat)
Independence Day, July 4 (Sun)	New Year's Eve, Dec. 31 (Fri)

Moser made a motion and Courtney seconded
5 aye; 0 no; 2 absent; 0 abstain

2021 Regular Board Meeting Dates: to set the following dates for 2021 Regular Board Meetings

Res#76-20

January 6	July 21
February 17	August 18
March 17	September 15
April 21	October 20
May 19	November 17
June 16	December 15

Savako made a motion and Courtney seconded
5 aye; 0 no; 2 absent; 0 abstain

2021 Staff Day Closings: to approve that the Library will be closed for half a day on April 9, 2021 and will be closed for a full day on October 8, 2021 for Staff and Department meetings. The Library will be open from 1:00 p.m. to 6:00 p.m. on April 9, 2021.

Res#77-20

Moser made a motion and Courtney seconded
5 aye; 0 no; 2 absent; 0 abstain

Fiscal Officer's Job Description: to approve the revision to the Fiscal Officer's job description as presented.

Res#78-20
11-F

Moser made a motion Savako seconded
5 aye; 0 no; 2 absent; 0 abstain

Organizational Board Meeting: Organizational Meeting set for 4:30 p.m. on January 6, 2021.

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD

Trustee Oath: Jane Moser

ADJOURNMENT

Savako made a motion and Moser seconded that the meeting be adjourned at 5:50 p.m.
5 aye; 0 no; 2 absent; 0 abstain

Frank Cimino, President

Janice Savako, Secretary