

WEST BRANCH DISTRICT LIBRARY

BOARD OF TRUSTEES MEETING

February 1, 2021

Meeting called to order by K. Michael at 5:00 p.m., via Zoom. Pledge recited by all.

Members present via Zoom: Y. Mahl, T. Barnhart, M. Durfee, S. Smith, S. Jennings, K. Michael, K. Shirey, director J. Sheridan and staff member L. Rimaldi.

Agenda: Motion made by S. Smith to add two items to agenda: DDA update in old business and Book Nook report under new business. Motion supported by S. Jennings, agenda approved and motion carried.

Public Comment: None

Board Minutes: On file. Motion to approve January 4, 2021 minutes made by T. Barnhart, supported by S. Jennings. All in favor, motion approved.

Bills to Pay: Reviewed. Noted several additions to December, 2020 to January 15, 2021 totals, Health insurance, invoice for Stephensen-Gray for end of year W2's and filings and auditors' invoice. Total to be \$9102.47. Motion by S. Smith to pay bills and support from S. Jennings. All in favor, motion passed.

Financials: On file. Review of same. Property tax revenue being received as expected, assets are good. No major issues on hand although audit charge was a bit over budget. This will be addressed at next meeting. 18-month CD coming to due. Mercantile is best interest at 1.82%. Motion by T. Barnhart to accept financial report and to have director roll over CD at Mercantile bank. S. Jennings supported, all in favor, motion passed.

Correspondence: K. Michael has brochure from White Pines Library Co-Op on information for trustees. Copies available at library front desk.

Old Business: M. Durfee reported on status of DDA capture/withdrawal. Info to be reviewed by our attorney.

New Business: discussion on the Nolobox. K. Shirey reported on some additional information that this may be more involved than we would anticipate. No action taken at this time by board. Bills from January discussed by director during the 'Financials and YTD budget' agenda item. S. Jennings reported on the current Book Nook status and the new director, Geri Orlando. Geri is doing a fantastic job but is dealing with a critical need of volunteers - this lack is due to Covid-19 concerns, health concerns of volunteers and those who "snow bird" for the winter. Discussion to get the word out via Social media, Chamber news, library posts and word of mouth. Currently Book Nook will close on Mondays.

Director's report: Budget amendments will be addressed in March. Director is keeping a close eye on the revenue and expenditures.

Next meeting will be most likely by Zoom unless notified restrictions lifted. March 1, 2021 5:00 p.m. **** Special thank you to T. Durfee for assistance in setting up our Zoom meeting. ****

K. Michael adjourned meeting at 5:40 p.m.

K. Shirey, secretary