

Secretary's Report 9/1/2020

The meeting was called to order at 8:00pm by President Jean Steinman.

Trustees present: Jean Steinman, Mary Heeren, Bonnie Holzinger, Yvonne Ratermann, Jim Sprengel via Zoom, Cyndi Riley, Angie Becker and Judy Kampwerth

Trustees absent: Gwen Fischer

Also attending: Kelly Zurliene, Librarian

Secretary's Report: A quorum was established. Cyndi Riley made a motion to accept the Secretary's Report; Judy Kampwerth seconded it and the Secretary's Report was accepted.

Treasurer's Report: Angie Becker made a motion to accept the Treasurer's Report. Bonnie Holzinger seconded it. A roll call vote was called and the motion was approved.

Librarian's Report: Kelly reported the library had been shut down for 2 weeks as a staff member had COVID. She distributed the COVID Return to Work Policy, which she will follow.

She also informed the board there has been quite a bit of movement of library materials in the past months.

A discussion was had on moving the day and time of the Library Board meeting; this was tabled.

It was also decided to keep library hours on Monday & Wednesday from 10am-7pm and Friday 10am-2pm.

Committee Reports: Building: No Report **Finance:** No Report **Books:** No Report

Unfinished Business: There was a question if we are still looking into using a self-checkout program. After a discussion, it was decided it will be put on hold.

New Business: Kelly reported that the 1st Installment of the library tax distribution payment and the 2020 Per Capita Grant were received.

Bonnie Holzinger made a motion to adjourn the meeting at 8:48pm and it was seconded by Cyndi Riley.

The next meeting is scheduled for Tuesday, Oct. 6, 2020 at 8:00pm.

Jean Steinman, President

Yvonne Ratermann, Secretary