

Minutes: Meeting of Abilene Public Library Board May 12, 2020

Roll call

Present

Absent

Wendy Moulton

Elly Cauthon

Marilyn Holt

Amanda Cormack

Sheryl Davidson

Carri McMahon

Sandy Foltz

Kara Cromwell

Chris Ostermann, mayor

Sheila Biggs

Meeting called to order by president Sheila Biggs.

Consent Agenda: Motion to approve minutes of March 10, 2020, regular meeting and March 16 special meeting, and financial report: move to approve, Sandy Foltz; seconded Amanda Cormack; approved.

Audit Report: Representative from Varney & Associates reviewed the communication letter, financial statement, and annual audit report. Sandy Foltz asked if there should be an event procedure note added addressing impact of covid-19 on library. After further discussion it was suggested that next year's audit should include note referring to 2020 audit. Motion to approve audit as presented: motion made by Amanda Cormack; seconded Sandy Foltz; approved.

Director's Report: See Wendy's report. Wendy also noted that library's book supplier has been closed, but deliveries should begin soon of new books ordered before covid-19 shutdown. How interlibrary loans will be handled is still being discussed by participating libraries.

Children and Teen Services: Sheryl reported that before library closure, there were 45 programs this spring. Discussed Ms. Sheryl and Ms. Diane's Reading Challenge Bingo and videos. Sheryl is preparing new reading challenges and videos while trying to determine what summer reading program will look like.

Action Items:

New Board Member: Applicant Cindy Montgomery. Moved to recommend her to City Commission as new board member to replace Wendy Klosterman. Motion to recommend, Amanda Cormack; seconded Carri McMahon; approved.

Reopening Plan: Wendy noted that library's plan is standard to those being implemented by other libraries in state. Hope to reopen on May 13, following plan. Board discussed ways to accommodate Sheryl's request to hand out books to children and teens in outside setting. Motion to approve library's plan for reopening; moved by Carrie McMahon; seconded Marilyn Holt; approved.

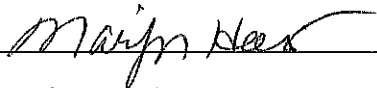
Early Retirement Option: City Commission approved early retirement plan for city employees, and Wendy has developed a plan should board wish to adopt an early retirement option. Plan was reviewed and discussed. No action taken.

Job Descriptions: Discussed director's job description and its update. Suggested that all staff positions be reviewed and possibly updated. Committee of Carri McMahon, Marilyn Holt, and Kara Cromwell will study and report to board at next meeting.

Bank Signatures: Motion to approve depository designation signatures, May 2020-April 2021, for Pinnacle Bank and Solomon State Bank. Motion made by Carrie McMahon; seconded Sandy Foltz; approved.

Discussion Item: 2021 Budget. Wendy presented proposed budget. Discussion followed concerning use of endowment money from Community Foundation for library functions, covid-19 impact on local economy, city and county commission's budget cuts and shortfalls, health care percentages for city employees, and a too-short time frame in which to present the City Commission with a budget that addressed these areas. No action taken.

Motion to adjourn: moved by Amanda Cormack; seconded Carri McMahon; approved.



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Submitted, Marilyn Holt, May 13, 2020