

## Odell Public Library Board of Trustees Meeting

Wednesday, June 10, 2020

The June 10, 2020 board meeting opened at 5:31 pm in the Morrison Community Room. Board members present were Marc Adami, Anne Frame, Debbie Hauptman, Jan Horberg, Anne Mills (via Zoom), Melissa Nyboer, Chris Vanderleest, and Becky West. Director Meridith Layne and staff member Lisa Boles (via Zoom) also attended. City councilman Vern Tervelt was also present.

General Business: A) Minutes of the May 13, 2020 meeting were approved, motion by Anne Frame, second by Jan Horberg, approved with a voice vote. B) Bills and salaries in the amount of \$8,979.73 were approved, motion by Melissa Nyboer, second by Chris Vanderleest. (roll call vote-8 ayes, 0 nay). C) The treasurer's report was filed. D) The Director's report was discussed and filed.

Unfinished Business: A) There was discussion about opening the library with limits as per the Providing Patron Services under the Governor's Modified Order. The library will remain open only for curbside pick-up at this time. Additional opening possibilities will be discussed at the July meeting. B) It was decided resume paying staff according to hours worked, motion by Chris Vanderleest, second by Debbie Hauptman, approved by a voice vote.

New Business: A) New board members Deborah Hauptman and Rebecca West were introduced and welcomed. B) It was agreed to let three staff members extend the deadline for using vacation time to within the year. Motion by Melissa Nyboer, second by Anne Frame, approved with a voice vote. C) Hotspot and Playaway use agreements and policies were approved. Motion by Melissa Nyboer, second by Jan Horberg, approved with a voice vote. D) Melissa Nyboer moved to approve the building of a plexiglass barrier for the front desk at a cost not to exceed \$500.00. Second by Jan Horberg. (roll call vote- 8 ayes, 0 nay) E) A motion by Anne Frame for Director Layne obtain a credit card for library use with a credit limit of \$2500.00 was seconded by Becky West. Approved with a voice vote. F) The Long-Range Plan was reviewed. G) Melissa Nyboer moved to keep the cost of a nonresident library card at \$50.00, second by Jan Horberg, approved with a voice vote. H) Reviewed the Hotspot and Playaway use policies I) Anne Frame moved to repair the toilet in the women's restroom as per the estimate provided by BPI, second by Chris Vanderleest. (roll call vote-8 ayes, 0 nay)

Board Ideas/Concerns: Marc Adami informed the board that Sarah Bull had resigned. Possible candidates to fill her position were discussed.

The next meeting will be Wednesday, July 8, 2020 at 5:30 in the Morrison Community Room.

The meeting adjourned at 6:58, motion Melissa Nyboer, second by Marc Adami, passed with a voice vote.

Respectfully submitted: Melissa Nyboer, Secretary