

**Round Lake Library Board of Trustees Meeting**

**February 9th, 2021**

**Zoom Teleconference**

**Trustees Present:** Nancy Theissen, Diane Marchand, Stacey Thayer, Sue Lesar, Marlene Sweet, Lydia Hoffman

**Associate Trustees Present:** Angela DeMeritt, Lorrie Anthony, Steve Ames

**Excused:** Lance Spallholz,

**Absent:** None

**Director:** Jennifer Hurd

**Public:** None

**Meeting Dates:** Jan 12, Feb 9 (SALS report), Mar 9, Apr 13, May 11, Jun 8 (budget subcommittee), Jul 13, Aug 10 (approve budget), Sep 14, Oct 12, Nov 9, Dec 14

The meeting was called to order by Nancy Theissen at 7:03pm.

**Minutes:** The minutes for the January trustees' meeting were reviewed. A motion to approve the minutes of the 1/12/21 meeting was made by Lorrie Anthony, seconded by Lydia Hoffman. The minutes were unanimously approved.

**Directors Report:** The attached\* Director's report for January was discussed. Highlights include: -In accordance with health guidance from the county and state health departments, many libraries in the SALS system returned to curbside only service in January. The Round Lake Library returned to curbside on January 7, 2021. -Library staff continue to answer calls, place holds and plan make n' take activities, as well as manage curbside service. -Staff have been recording book talks, short story times, and posting to the library's YouTube channel. -The library's annual report is underway, and a special meeting will be called to approve the results.

**Library Statistics:** Monthly reports for the library statistics were reviewed. *Copies attached.\**

**Budget/Quarterly Reports/Warrants:** The Board reviewed the monthly reports for the library budget, as well as profit/loss, balance sheets, and warrants for January of 2021. Motion to approve the financial documents through January 31st of 2021 was made by Sue Lesar and seconded by Marlene Sweet. The motion was unanimously approved.

**PPP Update:** Diane Marchand, president of WRLIS, and Nancy Thiessen, president of the library board of trustees, met with lawyer Tom Petersen on January 21st with all figures associated with pandemic related costs and loan amounts. The loan was assessed by Adirondack Trust and the full amount of the loan, \$42,700, was in compliance with the terms of the Payment Protection Program and will be forgiven. The Town of Malta was apprised of the situation with the loan, and all parties are in agreement. The board accountant will be consulted on how to move forward with the funds received in future.

**Adjournment:** A motion to adjourn was made by Diane Marchand at 7:21 pm.

**\* above are to indicate that copies are available for viewing at each of the library branches**