

Round Lake Library Board of Trustees Meeting

April 14th, 2020

Zoom Teleconference

Trustees Present: Nancy Theissen, Lydia Hoffman, Lance Spallholz, Sue Lesar, Stacey Thayer, Diane Marchand, Courtney Graham

Associate Trustees Present: Lorrie Anthony, Angela DeMeritt

Excused: Steve Ames

Absent: None

Director: Jennifer Hurd

Public: None

Call to Order: The meeting was called to order by Nancy Theissen at 7:09pm.

Minutes: The minutes for the March 10th trustees' meeting were reviewed. Motion to approve the minutes was made by Diane Marchand and seconded by Stacey Thayer. The minutes were unanimously approved, with abstentions by Angela DeMeritt and Courtney Graham, who were absent from the meeting.

The minutes taken for a special meeting that took place on March 17th were reviewed. Motion to approve the minutes was made by Lydia Hoffman and seconded by Lorrie Anthony. The minutes were unanimously approved with abstentions by Lance Spallholz and Sue Lesar, who were absent from the meeting.

Director's Report: Highlights include: -Due to the novel coronavirus and COVID-19, the Round Lake Library and Malta Branch shut its doors to the public on March 17th. -As of March 20th of 2020, per executive order of the governor, the Round Lake Library and all SALS libraries closed their doors to staff, as well. -Despite the closure, the library is continuing to provide services to patrons, and staff have been working to transfer many services to an online platform. -Library cards are being offered online through email, and an instant card granted to allow access to the Overdrive platform for ebooks and audiobooks. -Staff continue to update the library website with online educational resources, activities, virtual tours and other digital services. -Staff are looking into recording some story times and activities to add to Facebook and the website. -All due dates for library materials have been extended, and fines waived during the closure.

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 March of 2020. Motion to approve the financial documents through March 31st of 2020 was made by Sue Lesar, seconded by Lance Spallholz, and unanimously approved.

Paycheck Protection Program: The available Paycheck Protection Program, made possible by the Coronavirus Aid and CARES Act, was reviewed. A motion was made that the library apply for the paycheck protection loan to include 8 weeks of payroll and 8 weeks of utilities. Seconded by Diane. Unanimously approved.

Lease Contract Review/Negotiations with Malta Update: The Town of Malta had recommended changes and minor corrections to the lease agreement with the library, after being presented with a copy. A meeting will be scheduled, when possible, to discuss the agreement with the Malta Town Board.

Adjournment: A motion to adjourn the meeting was made by Lorrie Anthony at 7:34pm.