

Rolla Public Library
Board of Trustees
Minutes of October 15, 2020

- I. **Call to Order and Roll Call:** Diana Ahmad called the meeting to order at 4:01 p.m. Members present included: Diana Ahmad, Dale Bleckman, James Marcellus, Becky Roberts, Amy Koenig, Brenda Lineman, Megan Johnson, John Denbo and Rachel White (via phone).
 - II. **Welcome to Visitors:** Rebecca Buckley, Library Director and Steffanie Rogers, Fiscal Agent
 - III. **Monthly Financial Review:** Steffanie Rogers reviewed the month of September financials and ending cash balances.
 - IV. **Review of FY19 Audit** – Jeff from Hochschild, Bloom & Company LLP reviewed the FY19 audit.
 - V. **Review and Approve Minutes from Previous Meetings**
 - a. September minutes not presented and will be reviewed and approved at the October meeting.
 - VI. **Library Director's Report:** Rebecca reported that the virtual programming is going well and will be expanding very shortly. The Pandemic Book Club with S&T Professor Marie Lathers begins virtually October 15th. The Library received the second CARES grant from the Department of Economic Development. The Library hosted two Chalk Your Walk Saturdays in the courtyard and had about great turnout for both. Planning has begun for Halloween activities with the Pine St. festivities canceled due to COVID-19. Take-and-Make activities are planned for the older kids, teens and adults. Continued advertising for the curbside pickup and phone service was advertised in the Phelps County Focus. Almost all of the annual Public Library Survey has been completed. The Friends of the Library are now accepting donations and are planning a possible mini outdoor sale. Inventory scanning has been completed.
- *Meeting went into CLOSED session at 4:38. Jim Marcellus made a motion to go into closed session to discuss personnel, Amy Koenig seconded, motion passed.
- *Meeting back into OPEN session at 4:42 pm. Brenda Roberts made the motion to go into open session, Jim Marcellus seconded, motion passed.
- VII. **Old Business:**
 - a. **Revisit pandemic closure procedures:** Review of Library's parameters for closing and current cases in the county.
 - b. **Courtyard – update:** Project delayed due to special bolts being ordered.
 - VIII. **New Business:**

- a. **FY19 Annual Report** – Rebecca Buckley reviewed the annual report that is put together by the Library.
- IX. **Schedule next meeting date:** The next Library Board meeting will be Thursday, November 19, 2020 at 4:00 p.m. in the Meeting Room in the Children’s Wing of the Rolla Public Library.
- X. **Adjourn:** Amy Koenig made the motion to adjourn, Jim Marcellus seconded, motion passed. Meeting was adjourned at 5:06 p.m.