

Rolla Public Library  
Board of Trustees  
Minutes of February 18, 2021

- I. **Call to Order and Roll Call:** Diana Ahmad called the meeting to order at 4:02 p.m. via Zoom. Members present included: Diana Ahmad, James Marcellus, John Denbo, Becky Roberts, Rachel White, Amy Koenig, Megan Johnson, and Brenda Linkeman.
- II. **Welcome to Visitors:** Rebecca Buckley, Library Director; Steffanie Rogers, City of Rolla Finance Director
- III. **Monthly Financial Review:** Steffanie Rogers updated the board on the monthly financials for January 2021.
- IV. **Review and Approve Minutes from Previous Meetings**
  - a. January Open Session minutes – James Marcellus made the motion to approve, John Denbo seconded, motion passed.
- V. **Library Director's Report:** Rebecca reported that the curbside service is still going strong and holding at about half of their normal circulation which is good compared to other libraries in the state. Diana Ahmad recommended doing a poll to see if the patrons would like to continue having the curbside services once the Library reopens. Virtual programming is at a minimal with the dual programming and curbside service. Summer Reading Program is in the planning stages and donation letters are going out. We did receive the SRP grant of \$8,000. Website still being worked on and hoping to go live very soon. Library staff presented via Zoom to the Senior Companions group about what the library offers seniors. Staff is also doing six story times a month via Zoom with Headstart. The Library has received 1040 and 1040-SR tax forms and booklets and the Library can print schedules and other various forms needed for the patrons. The new technology has been ordered. The Library continues to advertise on social media, Phelps County Focus and through local programs of the activity going on at the Library.
- VI. **Old Business:**
  - a. **Update on new website:** March 1<sup>st</sup> goal to be live.
  - b. **Library closure parameters:** Board discussed and agreed that if the amount of active cases was still low, then the Library would reopen on April 1st.
  - c. **Courtyard update:** Brenda reported to the board that there were no new updates and there had been some delays due to the weather.
- VII. **New Business:**
  - a. **Community Christmas tree ornaments for purchasing:** Rebecca discussed the opportunity for the Library to help purchase ornaments for the Community Christmas tree. Megan Johnson offered her help if it was needed.

VIII. **Schedule next meeting date:** The next Library Board meeting will be Thursday, March 18, 2021 at 4:00 p.m. via Zoom or possibly in-person.

IX. **Adjourn:** James Marcellus made the motion to adjourn, Megan Johnson seconded, motion passed. Meeting was adjourned at 4:56 p.m.