

Weston County Library Board of Trustees October 23, 2020

Pat Morgan called the meeting to order at 11:35. Attending were: Pat Morgan, Cathy Dunford, Brenda Ayres, Sherri Randall with Kim Conzelman and Becky Todd attending on Zoom.

Following the agenda consideration, Becky read the minutes from the last meeting. There were two changes that need to be made in the minutes. First, the board went into executive session at 12:45 to consider the directors evaluation and came out with no action taken. Second, the correction of the \$14.99 discrepancy in the budget should be included in this report and not the August report. Cathy moved to accept the minutes with the two changes, which was seconded by Kim. Motion carried.

Cathy corrected last month's report and said this month works with Tammy's figures. She reported that the budget is on track with  $\frac{1}{4}$  of it being spent. Becky moved, seconded by Kim to accept the treasurer's report. Motion carried.

Brenda reported that the library has been busy. The tax preparation person, Jon Lasham has been contacted and no decisions have been made in how to handle this come tax time. There are several applications for library page and Brenda attended a director's online session. Daily attendance was 1242 with 24 using the meeting room.

Sherri has the to-go packets ready for the children's reading program. The Upton library was given an anonymous donation of \$2000 for children's books. A request has been made of the library foundation for a wooden cart to house paperback picture books. There were 467 patrons that utilized the library in September.

The board went into executive session at 11:55. Pat read the library director's evaluation. The board came out of the session at 11:59 and following that Cathy moved, seconded by Becky to accept the evaluation.

New business was a discussion of Covid updates. Pat asked if the schools close will the library also close. Kim informed the board that the schools will try to

keep the different levels open. If it becomes necessary, the library can go back to phase 1, but will meet to make the decision.

Cathy made a motion to combine the November and December meetings. That meeting will be held on December 11<sup>th</sup>. Becky seconded the motion. Motion carried. Kim moved to allow the library to be open for ½ day on Christmas Eve, with the Upton library not opening at all. Pat seconded the motion which carried.

Meeting adjourned at 12:13.

Respectfully Submitted

Becky Todd