

## WEST BRANCH PUBLIC LIBRARY

### Board of Trustees Meeting Minutes

August 12, 2021

**Meeting (via ZOOM) commenced at 6:37 p.m.**

**Present:** Karina Krall, Lisa Kofoed, Lizabeth Osborne, Jim Farmer, Craig Walker, Amber Kleaver & Nick Shimmin (Director)

**Meeting Minutes:** On a motion by Trustee Walker and seconded by Trustee Farmer, the June 10, 2021, minutes were approved by self-pass.

**Open Forum:** It was brought to our attention that the Trustees had tabled the decision on the type of platform material to use for the outdoor tables. On an amendment, by Trustee Farmer and seconded by Trustee Walker, it was voted to use concrete as the material for the platform/base. This was moved by Trustee Walker and seconded by Trustee Osborne, motion passed.

**Financial Condition Report:** The budget is still under the projected and looking good. Approved Expenditures for July and also for August 2021 – moved by Trustee Kofoed and seconded by Trustee Klever, this motion was approved.

**Director's Report:** Hoover's Hometown Days was a success. The outdoor shades cannot be attached to the building so additional poles have to be purchased to install them. Advertising for a new custodial person is underway. The length of terms for the Trustees will be on the ballot in November making it official that it will be for 3 years rather than 6 years. The current copy service has been discontinued so there is a search for a replacement. There is discussion with the library staff as to when to hold the Halloween program.

**Discuss/Approve Strategic Plan Service Responses:** With an informal voting the Trustees picked the following in order of 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, etc. – 1) Build Successful Enterprises: Business and Non-profit support; 2) Celebrate Diversity: Cultural Awareness; 3) Know Your Community: Community Resources and Services; 4) Be an Informed Citizen; 5) Satisfy Curiosity; 6) Succeed in School; 7) Visit a Comfortable Place.

**Discuss/Approve Review of Social Media Policy:** There was an amendment to change the wording from "Introduction" to "Definition" in policy description.

Approval of the policy with the wording change was moved by Trustee Farmer and seconded by Trustee Walker, this motion was approved.

**Discuss/Approve Review of Weather Policy:** Approval of the policy was moved by Trustee Walker and seconded by Trustee Kofoed, this motion was approved.

**Next Meeting:** September 21, 2021 in the community room at the West Branch Library

**Meeting Adjourned:** 7:57 p.m.

Two handwritten signatures in black ink. The top signature is more complex and appears to be 'Trustee Walker'. The bottom signature is simpler and appears to be 'Trustee Kofoed'.