

WEST BRANCH PUBLIC LIBRARY
Board of Trustees Meeting Minutes

December 10, 2020

Meeting (via ZOOM) commenced at 6:40 p.m.

Present: Kristin Nalan, Lizabeth Osborne, Lisa Kofoed, Craig Walker & Nick Shimmin (Director)

Meeting Minutes: On a motion by Trustee Walker and seconded by Trustee Kofoed, the November 12, 2020, minutes were approved by self-pass.

Open Forum: Christmas Past was a huge success, so much so that ran out of treat to hand out.

Financial Condition Report: Kanopy costs increased which means it is being used more. There is lower income coming in and not spending as much all due to COVID precautions. Approved Expenditures for December 2020 – moved by Trustee Kofoed and seconded by Trustee Walker, this motion was approved by self-pass.

Director's Report: In person usage of the library is being done through appointment, with one person at a time, usually for a 15 minute period. Another state-wide Teen Trivia virtual game contest is being planned. There will be a winter reading program and a security audit.

Discuss/Approve review of Laptop Policy: There were no changes to the current policy. A motion was made by Trustee Kofoed and seconded by Trustee Osborne, and was approved by self-pass.

Discuss/Approve review of Internet Policy: Staff did not have any suggestions for changes so on a motion by Trustee Walker and seconded by Trustee Kofoed, this motion was approved by self-pass.

Discuss/Approve Fiscal Year 2020 budget proposal: A motion was made by Trustee Walker and seconded by Trustee Osborne, and was approved by self-pass.

Next Meeting: January 14, 2021, at 6:30 p.m. via ZOOM meeting.

Meeting Adjourned: 7:05 p.m.