

**WEST BRANCH PUBLIC LIBRARY**  
**Board of Trustees Meeting Minutes**  
**August 13, 2020**

**Meeting (via ZOOM) commenced at 6:34 p.m.**

**Present:** Karina Krall, Kristin Nalan, Lizabeth Osborne, Jim Farmer, Jan Jacobson, Craig Walker & Nick Shimmin (Director)

**July Meeting Minutes:** On a motion by Trustee Nalan and seconded by Trustee Farmer, the July 14, 2020, minutes were approved by self-pass.

**Open Forum:** The garden plots are producing nicely. The new procedure (due to Covid19) of pick-up of library materials in the lobby is going smoothly.

**Financial Condition Report:** The end of year fiscal budget was under the estimated expense amount. Approved Expenditures for July 2020 – moved by Trustee Farmer and seconded by Trustee Jacobson, this motion was approved by self-pass.

**Director's Report:** A custodial position was opened, request for bids and a new service contract has been done with the position now being filled. Disability and maternity benefits have been added to the wellness package for city employees. The city council will vote on the clarification in the library trustee's term limits. The on-line summer program is going well. The traditional program is switching to Zoom for easier patron access.

**Next Meeting:** August 13, 2020, at 6:30 p.m. in the West Branch Public Library Community Room.

**Meeting Adjourned:** 7:00 p.m.