

CHELSEA PUBLIC LIBRARY

Board of Directors

AGENDA October 21, 2020

Attendance:

Reading and Approval of Minutes:

Financial Report:

Director's Report:

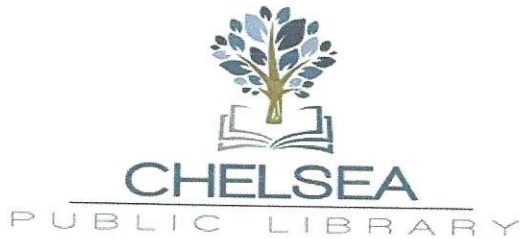
Old Business:

New Business:

- *Update By-Laws*
- *Training Videos*
- *Patio Policy*

Set Date for Next Meeting:

Adjourn



BOARD OF DIRECTORS MEETING

DATE: 9:00 a.m., Wednesday, August 19, 2020

ATTENDANCE: Cindy Garmon, Dana Polk, Dawn Wilson, Lori Cheney, Mary Robertson

CALL TO ORDER AND APPROVAL OF MINUTES: Dawn called the meeting to order. The minutes of May 13th were read. Cindy made a motion to accept as amended (change of date). Dawn seconded. The minutes passed unanimously.

FINANCIAL REPORT: Circulation was down for April and May, but otherwise Circulation and Programs were good considering the COVID-19 virus. A financial report was given. Dana presented the budget she was going to submit to the Mayor. We are still doing well within the budget for the current year. Dana had an audit later in the morning.

DIRECTORS REPORT: The new budget is approximately \$5,000 more than last year. The biggest changes are in janitorial, security upgrades, and a new shelving plan for upstairs to better utilize the space. Capital State aid increased slightly, which allows us \$15,888.99. Harrison Regional gets 15% of that so we will net \$13,505 per year. The Chelsea population is approximately 14,095.

OLD BUSINESS: Because of time constraints, we will discuss updating our Bylaws at our next meeting. We also discussed the APLS training videos.

NEW BUSINESS: There were some staff changes due to resignations. Emily will go to full time. Marianne Moore turned in her notice, replaced by Amy Mayfield. Paula's daughter Sarah will be a temporary replacement for Kim who left due to the virus. Linda left because of illness. The staff asked if they could close at 6 p.m. on Fridays instead of 7 p.m. The staff also asked to be open on MLK day. Dana requested a 3% increase across the board.

The roll-up patio doors are ready to install. Also, the tile floors and the carpets will be cleaned.

ADJOURN: Lori made a motion to adjourn. Cindy seconded. Our next meeting is scheduled for Wednesday, October 21st at 9 a.m.

Respectfully submitted by Lori Cheney, Secretary