

SFL Minutes Library Board of Trustees  
7-15-2020

Meeting Opened at 5:30pm via ZOOM.

No public present.

Present: David Robinson, President, Caroline MacArthur, Director, Bridget Rymer, Larry Jungblut, Mark Heidemann, Heather Romanelli, Martin Faint, Chris Gallagher, Cheryle Amara.

Treasurer's Report: June 30th account totals: Expansion Fund 41,357.67, Memorial Maintenance 11,535.98, Whitaker 38,371.53, General Operating MM 72,695.48, General Operating Ckg 190,830.67.

Bridget reviewed the warrants and moved to accept them, Heather 2<sup>nd</sup>, Unanimous.

Director's Report: Caroline will be updating the job description and searching for a PT Reference Librarian. The opening has been going well. Curbside pick up of materials began June 15<sup>th</sup>. It's a much appreciated service. Librarians Penny and Dana have been leaving "grab and go" program material bags for pick up. The remainder of shelving has been installed. The non fiction collection has been shifted and reinstalled. Carol F. is going through the dozens of boxes of fiction that have been in the basement since the move. All staff is back and working in the building at pre-covid schedules. The only exception is that currently there are no evening hours. There was an issue with downloading e-book stats. When that is worked out the trustees will get them. The Safety Committee will be meeting again as operations move forward.

Finance: No report.

Policy: No report.

Personnel: No Report.

Long Range Planning: The committee met and the survey is almost finalized. They may modify it for young adults. Chris will let us know when they are ready to launch.

Grants: No report.

Buildings and Grounds: Window dressings are needed for

windows facing west. It's affecting computers. Caroline looking into shades. Parking lot lines need to be repainted. Bids will be sought. The flat roof has leaked during recent rain. During the reno a change order was approved to fix leak. Heavy rains are a problem and the leak isn't fixed. Two roofing companies have been contacted to take a look and give a price for repair. In the near future we will need to address the outside of the building and gutters. Final payment has been made to the electrician and for the shelving. There are no outstanding bills for the renovation.

Marketing: Bridget suggested an Ad be placed thanking NFFW and Vincent. Vincent has pictures from the interior to share. We discussed continued advertising for the Bricks. There is still plenty of room for any new orders placed.

Old Business: Chris moved to accept the Vision statement, Bridget 2<sup>nd</sup>. Unanimous.

New Business: Annual meeting August 12, 2020 at 7 pm.

Meeting was adjourned to Executive session at 6:04pm.

Respectfully Submitted,  
Cheryle Amara  
Secretary