

NANCY L. MCCONATHY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Minutes of the Regular Board Meeting
July 15, 2020

President Gary Holcomb called the meeting to order at 12:05 pm.

1. Roll Call: Present were: Catherine Boettcher, Gary Holcomb, Elizabeth Norcutt, Crystal Parker (via phone), Merrionna Pierce.
Absent: Suzanne Downing and Roger Strasemeier

A motion was made by Elizabeth Norcutt and seconded by Catherine Boettcher to appoint Merrionna Pierce as Secretary Pro-Tem

2. Minutes: A motion was made by Elizabeth Norcutt and seconded by Merrionna Pierce to approve the minutes of June 13, 2020. Four ayes, motion carries.
3. Correspondence: Director Williams-Baig reviewed the 3 FOIAs received since last meeting, progress with the Friends of the Library and the Library Stabilization Fund Act presented to Congress on July 2, 2020.
4. Legal Counsel: Director Williams-Baig stated that the Financial Calendar was received.
5. Librarian's Report: As presented.

6. Committee Reports:

- A. Budget and Finance: July monthly Financial Report presented and attached.
- B. Policy and Bylaws: None
- C. Personnel: None
- D. Public Relations: None

7. Unfinished Business:

None

8. New Business:

A. A discussion was held regarding allowing staff take part in life and short-term disability insurance programs through Liberty National Life Insurance Company. A motion was made by Catherine Boettcher and seconded by Merrionna Pierce to approve. Roll Call Vote: Catherine Boettcher, aye; Elizabeth Norcutt, aye; Crystal Parker, aye; Merrionna Pierce, aye. Four ayes and 0 nays. Motion carried.

B. Staff hours and payment were discussed. A motion was made by Elizabeth Norcutt and seconded by Merrionna Pierce to remove the COVID base payment for all hourly staff and have all hourly staff only receive payment for the hours that they work starting with the Payroll beginning August 2, 2020. Roll Call Vote: Catherine Boettcher, aye; Elizabeth Norcutt, aye; Crystal Parker, aye; Merrionna Pierce, aye. Four ayes and 0 nays. Motion carried.

C. Director Williams-Baig presented the annual Meeting Ordinance for review and approval. A discussion regarding meeting dates and time occurred. A motion was made by Elizabeth Norcutt and seconded by Merrionna Pierce to change meeting dates and times to the second Wednesday of the month at 11 am. Roll Call Vote: Catherine Boettcher, aye; Elizabeth Norcutt, aye; Crystal Parker, aye; Merrionna Pierce, aye. Four ayes and 0 nays. Motion carried.

D. Director Williams-Baig presented the Tentative Budget Ordinance for review and approval. A motion was made by Elizabeth Norcutt and seconded by Merrionna Pierce to approve. Roll Call Vote: Catherine Boettcher, aye; Elizabeth Norcutt, aye; Crystal Parker, aye; Merrionna Pierce, aye. Four ayes and 0 nays. Motion carried.

E. Director Williams-Baig presented the Levy Resolution for review and approval. A motion was made by Merrionna Pierce and seconded by Catherine Boettcher to approve. Roll Call Vote: Catherine Boettcher, aye; Elizabeth Norcutt, aye; Crystal Parker, aye; Merrionna Pierce, aye. Four ayes and 0 nays. Motion carried.

F. Director Williams-Baig presented multiple revenue sources she was looking into for the Library including but not limited to: hunting/fishing licenses, passports, and license plate stickers. Director Williams-Baig will bring more to the Board when more information is available.

G. President Holcomb presented the need for a Staff and Board workshop. It was stated that he felt it was important for Board members to be more visible in the Library and to know ore about what the staff does and who they are. He also stated that it was important for the staff to know how the Board was as well. Plans to get together for this type of meeting with begin with the knowledge that safety will be a priority due to the current pandemic

9. Audience to the Public: None

10. Adjournment: A motion was made by Merrionna Pierce and seconded by Catherine Boettcher to adjourn the meeting at 1:27 P.M. Four ayes and zero nays. Motion carried.

Respectfully submitted,
Merrionna Pierce, Secretary Pro-Tem