

## **Dominy Memorial Library Board of Directors' Meeting September 23, 2020**

The meeting was called to order by President Jim Paternoster at 12:03 P.M. in the White Community Room of Dominy Memorial Library.

**Members Present:** Jim Paternoster, Marcia Walter, Gary Hoffman, Jim Munz, Ruth Teubel, Jan Lancaster, and librarian Amanda Todd

**Members Absent:** John Tollensdorf, Gary Taylor, and Shirley Mitchell

A motion was made by Gary Hoffman and seconded by Jan Lancaster to approve August's minutes and financial report. Motion was passed.

### **Director's Report:**

- Amanda reported feeling very positive about circulation in August. Both overall circulation and Ebooks and audiobooks were higher than a year ago. She indicated while the number of people coming to the library each day is down, the circulation numbers are holding strong.
- Amanda reported the website has been launched and just needs a few minor edits. Google Analytics will be tracking who is on site.
- All programs have been cancelled until further notice. Amanda also reported the busiest times for the library and which hours show minimal activity/checkouts.
- Amanda reported a donation for \$11,250 has been received in memory of Dean and Lucile Moser; the first tax installment of \$69,000 was received on August 27; a \$4000 matching grant from Caterpillar has also been received.
- The 2019 Blade files have been added to our online archives.
- Amanda reported the credit card machine (donation from Rotary) has been set up and ready to accept payments. The Ipad is on back order.

### **Old Business:**

- Marcia Walter moved and Ruth Teubel seconded that the Policy Manual be approved. Motion passed.
- Maintenance:
  - Gary Hoffman moved and Jim Munz seconded that R & R Window washing service be hired to wash the library's windows. Motion passed.
  - Gary Hoffman moved and Marcia Walter seconded that Amanda go over specifics of doing camera upgrades with Baxter's Locksmith and Security Solutions a final time. If she feels satisfied with proposed changes/updates, they should be hired. Motion passed.
  - Amanda reported the ceiling by the circulation desk is showing a wet spot. It was decided Amanda will keep an eye on it and the problem will be addressed if it gets worse.

### **New Business:**

- Projects to be considered in the future with donated money
  - Ductless mini-split for better temperature control for staff
  - Flag
  - Route 24 server update.

The meeting was adjourned at 1:02 after a motion by Gary Hoffman and a second by Jim Munz. Motion passed.

Respectfully submitted,  
Marcia Walter