



BOARD OF TRUSTEES MEETING MINUTES
September 15, 2020 at 5:00 p.m.
200 N James Street

Due to the Covid-19 Crisis, this meeting will be held via Zoom.
Meeting ID: 968 0109 3920

1. Call to Order
President Schroeder called the meeting to order at 5:02pm
Present: President Schroeder, VP Haugland, Trustee Strutt, Trustee Leifker, Director Heid, Asst. Director Kerr, City Administrator Jake Anderson
2. Public Forum & Citizen Comments.
No one present to speak.
3. Approval of Agenda.
The agenda was unanimously approved on a motion by Haugland, seconded by Leifker.
4. Approval of Previous Meeting Minutes.
The minutes of the August 18, 2020 meeting were unanimously approved on a motion by Leifker, seconded by Strutt.
5. Approval of Library Claims.
Following discussion the library claims were unanimously approved on a motion by Haugland, seconded by Strutt.
6. Review of Budget and Finance reports.
Jake Anderson was present to explain and answer questions on the new budget reports that the board members will be receiving. President Schroeder expressed his appreciation of the level of detailed reporting that board members can now see.
7. Approval of 2021 Holiday Hours
Haugland motioned approval of 2021 library closures as presented with the understanding that Christmas closures may change depending on when the City decides to observe the Christmas holiday. Seconded by Strutt.
8. Reports
 - A. Budget and Finance
 - B. Statistics
Heid reported that all metro libraries are seeing steep declines in circulation.
9. Covid-19 Update and Director's Report
Heid updated the board with re-closure protocols and staffing updates. Board members discussed attending online conferences to learn necessary continuing education credits.
10. Friends of the Library Update
The Friends group met last week and determined that due to ongoing COVID health and safety concerns they would not be participating in any holiday events this year.
11. Trustee Comments
President Schroeder commended Director Heid and staff for keeping the focus on serving patrons in innovative ways.
12. Adjournment
Meeting was adjourned at 6:17pm on a motion by Leifker, seconded by Haugland.