

## Independence Public Library Board of Trustees Minutes Wednesday, June 17, 2020

I. Call the Meeting to Order: The regular meeting of the library board was called Order by Chairman Carolyn Torrance at 5:18p.m. Trustees Attending: Michelle Anderson, James Reed, Tom Richardson, Tom Sewell, Jana Shaver, and Carolyn Torrance. Absent: none. Also Attending: Library Director Jeri Hopkins, Assistant Director John Long, Recording Secretary Maddison Cochran and Development Coordinator Brandon West

a. Adoption of Agenda: Jana Shaver moved and Tom R. seconded a motion to approve the agenda as printed. Motion carried. b. Approval of Minutes: Minutes of the May 20, 2020 meeting were approved. I. Consent Agenda: The consent agenda was adopted as presented. Total expenses for bills for the month of May were \$42523.29. II. New Business: a. Annual Election of Officers - Nominations for all positions, Carolyn Torrance, Chair, nominated by Tom R. ; Tom Richardson, Vice Chair, nominated by James R. ; Michelle Anderson, Secretary, nominated by Jana S. ; Tom Sewell, Treasurer, nominated by Carolyn T. Jana S. moved and Tom R. seconded a motion to approve nominations for officers. b. Review of previous year financial and general library activities - 2019 Highlights include Children's floor remodel, Open Access, John Long became Assistant Director, Becky Passauer retired. c. Bank Signatories: Remove Sylvie Barta, Patricia Bresee, and Dennis Greenhaw from checking and money market - Jana S. moved and Tom R. seconded a motion to remove Sylvie Barta, Patricia Bresee, and Dennis Greenhaw from bank signatories of checking and money market. Tom S. moved and James R. seconded a motion to add Michelle Anderson as a bank signatory of the checking and money market account. III. Staff Reports: a. Continuing virtual meetings for safety reasons. b. Libraries Build Business Grant - Employee Workplace Diagnostic Survey - 8 respondents from library staff about working from home and impacts of COVID-19. Staff reported that productivity was down 25%, time working is up at least 15%, biggest concerns are a healthy work environment, access to proper technology, handling our individual workload, and maintaining healthy relationships outside of work. c. Charlene M. is putting out summer reading activity bags and providing them to the community. d. Shirt Fundraiser - sold 17 shirts in total.

IV. Comments from Members of the Board: a. New Board Member - Tom R. gave an application for a potential member. V. Adjournment: Meeting adjourned at 6:05 p.m. The next regular meeting is scheduled for Wednesday, July 15 at 5:15 p.m.

Michelle Anderson, Secretary Date of Approval: 7/15/2020