**Hoesch Memorial Library 2020 October Board Minutes**

**October 5, 2020**

Hoesch Memorial Library Board of Trustees met on Monday, October 5, 2020 at 4:00 p.m. following the Two Rivers Public Health Department COVID guidelines. Present were: Don Jardon, Betty Adkins, Pam Miller, Doris Brandon and Keri Anderson, Library Director. Absent: Bryan Lubeck.

Don Jardon called the meeting to order with attention given to the Open Meeting Act posted on the Conference Room Wall. Minutes of the previous meeting were read. The motion to approve the minutes as read was made by Betty Adkins. Pam Miller provided the second. Motion carried.

Warrants for payment were reviewed. Don Jardon made the motion to approve the warrants for payment with Doris Brandon providing the second. Motion carried.

The following warrants were paid:

Keri Anderson 3,921.29

Sandi Hoard 865.09

Cindy Ruskamp 530.06

Stephanie Adams 313.50

Amazon (Books) 845.68

Amazon (Books) 131.27

Amazon (DVDs) 159.64

Frontier (Internet) 112.00

Frontier (Telephone) 150.68

Hoesch Memorial Library (Petty Cash) 32.14

Library Store (Supplies) 99.97

NE Library Association (Dues) 60.00

NPPD (Electricity) 114.12

Reliable Pest Control (Bldg Maint) 90.00

Sandi Davis (Contract Labor) 185.00

Transparency (Bldg Maint) 90.00

Circulation statistics for September were reviewed.

Budget Statistics were reviewed and all seems to be in order and on target.

New Business:

Keri gave a report on the ARSL Conference that was held virtually this year. Due to this type of presentation, Keri was able to watch several different topics.

The summer intern grant was returned due to inability to use it. We can apply for the grant for an intern for next summer.

Wages for the part-time staff were discussed. Keri would like to see the wages increased by 75 cents per hour in order to bring the wage up to $9.00 an hour in order to entice/keep employees. The board discussed possible ways to fund that – by cutting evening hours or maybe being open from 9-noon or 10-1 on Saturdays rather than 10-5. Paying staff while taking continuing ed classes was discussed versus expecting them to do these classes on their own time, as they are to be paid for any library work they do. The course-work needs to be approved by the Director ahead of time. The library staff needs to have at least one staff member certified besides the library director for accreditation purposes.

The library opening to regular hours with the exclusion of Saturdays has been advertised to begin October 6. We are excited to be more available for the public.

Bryan Lubeck’s term as board member ends the end of this year. Suggestions for a new board member are needed.

Other business:

The Friends of the Library’s book sale and quilt raffle that was to be held in November has been postponed until spring due to the COVID situation.

The security system has been tabled until May so that a bid can be compiled to include in next year’s budget.

The next meeting will be Monday, November 2, 2020 at 4:00 p.m.

There being no other business, the meeting was adjourned following a motion by Betty Adkins and second by Don Jardon.

Respectfully,

Doris Brandon, Secretary