

COLUMBIA COUNTY RURAL LIBRARY DISTRICT
Regular meeting of the Board of Trustees
Monday, November 16, 2020 7:00 p.m.

Minutes

1. **Call to Order -- 7:03pm**
2. **Roll Call / Welcome -- Karin Spann, Sarah Reser, Joe Huether, Heather Stearns, June Riley, and one visitor.**
3. **Approval of Meeting Minutes**
 - 3.1 Approval of October 19, 2020 Regular Meeting Minutes: Joe moved to approve, Sarah seconded. Unanimous.
 - 3.2 Approval of 29th October 2020 Special Meeting minutes: Sarah moved to approve, Joe seconded. Unanimous.
 - 3.3 Approval of 10th November 2020 Budget workshop minutes: June moved to approve, Sarah seconded. Unanimous.
4. **2021 Budget Hearing – Open at 7:15 pm**
 - 4.1 Kristie presented the 2021 budget from the workshop on November 10th. Budget hearing closed at 7:36pm. Karin moved to submit Resolution #2020-03 for County Revenue Request in the amount of \$457,420 (a %1 increase in the amount of \$4413.00). Joe seconded. Unanimous.
5. **Treasurer’s Report**
 - 5.1 Approval of Voucher Transmittal for October 2020, numbers #4047-#4074 in the amount of \$35885.03. Joe moved to approve, June seconded. Unanimous.
 - 5.2 Account Balance and Budget Statement – YTD 2020
6. **Director’s Report**
 - 6.1 Progress Report:

Library was reopened last week on reduced hours, with good attendance and utilization of services

The Governor released new guidelines for stricter COVID closures, however Libraries were not listed among the new guidelines. Kristie has decided to keep the library open, with care taken to encourage patrons to limit loitering.

Curbside services will continue.

Remodel is completed!
7. **Old Business**
 - 7.1 Ethics Policy: Board discussed the Board of Trustees Ethics/Code of Conduct policy. Joe moved to approve, June seconded. Unanimous.

7.2 Public Engagement Plan: Board reviewed their progress from the last meeting on the plan. Karin suggested disseminating the current plan for review to get suggestions and feedback. Board discussed the best options (online, paper copies given to every patron, etc) for getting feedback.

7.3 Director Search: A basic job description has been drawn up to send out. Deadline for application is 20 December 2020. Board has assignments for helping speed up the process for getting everything in order to be publicized and posted.

8. New Business - None

9. Public Comments -- none taken

10. Adjourned at 8:13pm

Next regular meeting:

Monday, December 21, 2020

111 S. 3rd Street, Dayton

Meeting begins at 7 p.m.

Respectfully Submitted,

Heather Stearns, secretary