

Independence Public Library Board of Trustees Minutes
Wednesday, May 20, 2020

- I. **Call the Meeting to Order: The regular meeting of the library board was called Order by Chairman Carolyn Torrance at 5:15p.m.**
Trustees attending: Michelle Anderson, James Reed, Tom Richardson, Tom Sewell, Jana Shaver, and Carolyn Torrance. **Absent:** none.
Also attending: Library Director Jeri Hopkins and Assistant Director John Long.
 - a. **Adoption of Agenda:** Richardson moved and Sewell seconded a motion to Approve the agenda as printed. Motion carried.
 - b. **Approval of Minutes:** Minutes of the April 15 meeting were approved.
- II. **Consent Agenda:** The consent agenda was adopted as presented. Total expenses for bills for the month of April were \$57,663.18.
- III. **Old Business:**
Budget: Hopkins presented the budget for 2021. Richardson moved to approve. Anderson seconded. Motion carried.
- IV. **New Business:**
 - a. Vacancy on the board. Names were discussed. Richardson suggested Greta Gilstrap. He will talk to her.
 - b. Telework Policy: Hopkins presented a new policy for full time employees wanting to work from home. Sewell moved to approve. Richardson seconded. Motion carried.
 - c. Policy Review: Hopkins reported that she has completed the annual Policy review. There were only a few cosmetic changes. Some policies were actually procedures and were moved to procedures manual. Richardson moved to approve policies as revised. Sewell seconded. Motion carried.
- V. **Staff reports:** Hopkins reported that the building inspector approved the remodel. The audit was completed remotely. Curbside service began today. 50 patrons participated. She has been participating on the City CoVid19 TaskForce. Hopkins also reported on what staff has been doing from home. She requested extending the Memorial holiday through Tuesday for staff. Board approved. The Holocaust Exhibit has been postponed until 2022. Open Access will be opened again on June 15. She will be getting estimates for remodeling the circulation desk to provide virus protection for employees.
- VI. **Executive session: Richardson moved to go into executive session for 10 Minutes to discuss non-elected personnel. Sewell seconded. Motion carried. Meeting resumed after 10 minutes.**
- VII. **Adjournment: meeting adjourned at 6:08 p.m. The next regular meeting is scheduled for Wednesday, June 17 at 5:15 p.m.**

Jana Shaver, Secretary

Date of approval: