I. **Call the Meeting to Order:** The regular meeting of the library board was called Order by Chairman Michelle Anderson at 5:18 p.m.

**Trustees Attending:** Michelle Anderson, Bill Kelly, James Reed, Tom Sewell, and Ron Schwatken. **Absent:** Rachel Koszalka

**Also Attending:** Library Director Jeri Hopkins, Assistant Director John Long, Jacob Williams and Recording Secretary Maddison Cochran

A. **Adoption of Agenda:** Ron S. moved and Tom S. seconded a motion to approve the agenda as printed. Motion carried.

B. **Approval of Minutes:** Minutes of the October 20, 2021 meeting were approved.

II. **Consent Agenda:** Ron S. moved and Tom S. seconded a motion to table the accounting of the previous month. Motion carried. The consent agenda was adopted as amended. Total expenses for bills for the month of October 2021 were $53,286.47.

III. **Old Business:**

A. **Hiring an Accountant**

   - Estimate = $3,600-$6,000. No action was taken.

B. **Insurance and Bonding**

   1. General Liability - $1,000,000; library is covered under the city
   2. Bonded - $20,000 staff covered under city; $5,000 board covered under library’s own policy

IV. **New Business:**

A. **Holiday Festival**

   - Jacob discussed plans for the hybrid holiday festival. It will mostly be a holiday video with the reading gifts being picked up in-person.

V. **Adjournment:** Meeting adjourned at 5:40 p.m. The next regular meeting is scheduled for Wednesday, December 15, at 5:15 p.m.

Ron Schwatken

Date of Approval: