

**BROWN COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING VIA ZOOM MINUTES
July 15, 2020 6:00 p.m.**

President Flynn called the meeting to order at 6:00. **Present** (in person): Jeremy Flynn, Heidi Scott, Margaret Scranton, Sharon Teefey, Richard Young, Director. **Present** (via Zoom): Linda Wade, at 6:30.

Absent: Meggie Koch

Guest: Catherine Tracy for the Dewberry discussion.

Approval of June 17, 2020 **Board meeting** minutes; motion by Teefey, second by Scranton.

Approval of June 30, 2020 **Lib Dev Comm meeting** minutes ; motion by Teefey, second by Scott.

Markets/Events: (Grace Haschemeyer) Written report for June 2020 was presented.

July 2020 Bills: Motion by Scott, second by Teefey, to pay bills, approval was unanimous, with Koch and Wade absent.

June 2020 Financial Statement (Budget Analysis) was presented by Young. Final report for Fiscal year.

DIRECTOR'S REPORT: (Young)

Monthly Statistics: Good return of numbers, with more active patronage. Volunteers are back!

CE Workshops: July 15 staff meeting. Young is using Zoom for various regional meetings.

Communications: Per Capita monies are still due. United Way grant monies (\$3,142) used for AWE Learning Computer.

Other: Volunteer still weeding books; Inventory near completion; good curbside pick up numbers; book sale on for month of July; in house patrons limited to 15 at once; will host August 14 book signing for Denny Hecox; 8 weeks of Summer Reading planned, 4 completed.

COMMITTEE REPORTS:

Finance: none

Personnel: none

Building/Grounds: Report on the external building issues - repair will be undertaken before fall.

Lib. Dev.: Funding Levels were presented. Focus group membership criteria discussed: BC resident, tax payer, 15 - 25 people to meet Aug/Sept. Some may take on specific roles. Plan an October campaign kick-off. **Next meeting:** August 3, 6:00. Will develop a budget.

OLD BUSINESS:

Dewberry Update: Reviewed and approved Dewberry final floor plan and exterior design, completing Concept and Design phase: motion by Teefey, second by Wade: Flynn - aye; Koch - A; Scott - aye; Scranton - aye; Teefey - aye; Wade - aye.

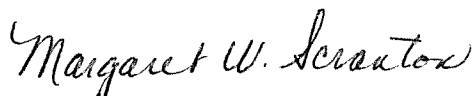
NEW BUSINESS:

- Motion by Wade, second by Scott approved **Building Maintenance Ordinance 20-02 for FY20:** Flynn - aye; Koch - A; Scott - aye; Scranton - aye; Teefey - aye; Wade - aye.
- Motion by Scranton, second by Teefey approved to pay \$5,550 from the 2012 TFF Grant to **Geo-Technics** for Boundary & Topographic Survey invoice. Flynn - aye; Koch - A; Scott - aye; Scranton - aye; Teefey - aye; Wade - aye.
- Motion by Scranton, second by Teefey approved to pay **Dewberry invoices** totaling \$17, 646.86, with \$4,611.70 from TFF Grant, and \$13,035.86 from Donor Restricted Bldg Fund paying the remainder. Flynn - aye; Koch - A; Scott - aye; Scranton - aye; Teefey - aye; Wade - aye.
- Motion by Wade, second by Scranton approved uploading BCHS 1990-2013 yearbooks by Advantage Preservation to our website, cost approximately \$300, to be paid from Book Sale proceeds. Flynn - aye; Koch - A; Scott - aye; Scranton - aye; Teefey - aye; Wade - aye.
- Discussed **vacant trustee seat** replacement.
- Flynn appointed Linda Wade to the vacated **Treasurer's position.**

Next regular meeting: August 19, 2020, at 6:00 p.m.

Adjourned at 7:45 p.m.

Respectfully submitted,



Margaret W. Scranton, Secretary