

**Ida Public Library
Board of Trustees Meeting
July 28, 2020
7 pm
Zoom Meeting**

<https://zoom.us/j/97466225264?pwd=dXlhRGdOckw4c1hWTnFCU2grY1JCUT09>

**Meeting ID: 974 6622 5264
Passcode: 123**

AGENDA:

Call to order – Sue Holmes

Roll Call: Dawn Brooks, Donna Donato, Lydia Gonzalez, Kim Hohf, Sue Holmes, Jan Knutson, Wendy LaFauce, James Lee, Denise Leonard

I. Roll call and minutes

II. Public comment - (Those wishing to comment must contact Library Director Lou Carlile, louisc@idapubliclibrary.org or call 815-544-3838 before the Board meeting)

III. Correspondence

IV. Treasurer's report

V. Committee Reports

A. Building and grounds – Sue Holmes –

B. Expansion Committee – Sue Holmes -

C. Personnel – Donna Donato –

D. Finance – Kim Hohf –

E. Policy Committee- Sue Holmes –

F. Marketing Committee – Donna Donato –

G. Friends of the Library – Jan Knutson –

H. Nominating Committee – Kim Hohf –

I. Librarian's report – Lou Carlile –

a. Welcome New Board Members

b. Library Expanding Hours

c. Building Update

d. Library Credit Card

e. Audit

f. Update on Library Bank Accounts

g. Staff Updates

h. Meetings

VI. New business

- A. Annual Board Meeting and Reading of List Trust
- B. Review / Approve Officers Appointment
- C. Review / Approve Updated Board Contact, Term List and Committees
- D. Outsourced Accounting Services
- E. Bank Phrasing and Format of Minutes for Updating PNC Account
- F. Annual Library Report
- G. Review of Financial Signers
- H. Upcoming August Items:
 - a. Annual Appointment of Staff Person to Assume Responsibility in Case of Emergency
 - b. Staff Flow Chart With Vital Instructions
 - c. Insurance and Bonding Coverage for the Library Review
 - d. Approval List of Authorized Credit Card Users

VII: Adjournment