

**Ida Public Library
Board of Trustees Meeting
August 25, 2020
7 pm
Zoom Meeting**

<https://zoom.us/j/94410516027?pwd=ZkROLzZ4VGZfbE5NaS93ZGNLZGw3Zz09>

**Meeting ID: 944 1051 6027
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 p. 3 - 6

- 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 p. 7 - 12

- 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 – 13 - 22

- VI. New business
 - A. Presentation: Sydney Strensland. Youth Coordinator- Ida Public Library
 - a. Limited use cards for children who are virtual learning Boone County
 - B. Transfer Custody of Organizational Documents
 - C. Interim Director in Case of Sudden Loss p.23
 - D. Annual Appointment of Staff Person to Assume Responsibility in Case of Emergency p. 23
 - E. Staff Flow Chart With Vital Instructions p. 23
 - F. Insurance and Bonding Coverage for the Library Review p. 24 - 29

- G. Approval of Authorized Credit Card Users
 - a. Louis Carlile (Library Director)
 - b. Jennifer Mullin (Head of Public Services)
- H. Upcoming September Items:
 - a. Delegation of Authority of Employees and Allowable Expenses
 - b. Update 5 Year Plan / IDA Assessment
 - c. Approve Closed Session Minutes: April - September

VII: Adjournment