

Ida Public Library Board of Trustees Meeting

September 28, 2021 at 7 pm

Zoom meeting:

<https://us06web.zoom.us/j/85066605477?pwd=MDBQQ2ZkdWVsVjMvWGh1eTBMWDOyUT09>

Meeting ID: 850 6660 5477

Meeting Passcode: 678388

Agenda

Call to order: Sue Holmes

Roll Call: Daniel Arevelo, Dawn Brooks, Donna Donato, Jan Knutson, Wendy LaFauce, James Lee, Denise Leonard, Gayle Steltenpohl, Sue Holmes, Library Director Mindy Long.

I. Approval of Minutes (1)

II. Public comment - The public is welcome to comment at this time of the meeting. The public can comment via Zoom or by phone. Those wishing to comment can also submit a message to the Director and she will present it to the library board. Please submit messages to Director Mindy Long, mindyl@idapubliclibrary.org or call 815-544-3838 before the Board meeting.

II. Correspondence

III. Old Business

- A. Employee Handbook-verbiage changed to reflect 90 day hold on sick time use (2)
- B. Covid procedures (3)
- C. Timeline for 5 year plan update (4)

V. Committee Reports

A. Building and Grounds – James Lee –

- 1. Elevator updates-Otis
- 2. Door cylinder needs replacing on ADA door (5)

- B. Expansion Committee – Dawn Brooks -
- C. Personnel – Donna Donato –
- D. Finance – Denise Leonard – Treasurer’s report (6)
- E. Policy Committee - Wendy LaFauce –
- F. Marketing Committee – Donna Donato –ice rink ad purchased for \$600 instead of \$700-will be on rink from Nov 1 to Oct 31 2022-park designing logo
- G. Friends of the Library – Jan Knutson –book sale on hold for fall
- H. Nominating Committee – Donna Donato-

VI. Librarian’s report – Mindy Long

- A. Programmer's report
- B. Budget to actual report (7)
- C. Bricks R Us set up for fundraising-more info at Oct meeting

VII. New Business

- A. Elevator-electrical work and movement of tech servers
- B. Property insurance renewal (8)
- C. Carpet shampoo
- D. Annual property inspection/walk through

VIII. Adjourn Meeting Sine Die

- A. Election of Officers
- B. Annual Reading of List Trust

IX. Next meeting October 25, 2021 @ 7 pm

X. Adjournment

*Denotes items attached in packet