

ADDISON TOWNSHIP PUBLIC LIBRARY
Draft BOARD MEETING Minutes
TUESDAY September 15, 2020

CALL TO ORDER: President of the Board, James Baldiga, called the meeting to order at 7:07 P.M. via ZOOM

BOARD MEMBERS PRESENT: J. Baldiga-yes, J. Elsarelli-yes, M. Frost-yes, Brian Howarth-Yes, M. Szost-yes, M. Warner -yes Library Director, Jaema Berman was present.

PLEDGE OF ALLEGIENCE

CALL TO AUDIENCE: Present- L. Henderson, C. Sutherby, L. & C. Meininger, L. Hodges

APPROVAL OF THE AGENDA: Motion to approve the agenda with COVID discussion added, by J. Baldiga, 2nd by B. Howarth, carried by a voice vote.

CONSENT AGENDA REVIEW: Motion to approve by J. Baldiga, 2nd by B. Howarth, carried by a voice vote.

FINANCIAL REPORT: Director spoke with ATT regarding charges. They offered a bundle to include fiber optic and 4 phones. TLN will counter offer. Motion to approve by J. Baldiga, 2nd by M. Frost, carried by unanimous voice vote.

DIRECTOR'S REPORT: New copier leased for \$80 per month, a better value the last one. Story time on line has great numbers. Motion to file by J. Baldiga, 2nd by M. Frost, carried by a voice vote.

COMMITTEE REPORTS

- Policy – The Employee handbook may need some modifications to amend hours for employees to be consistent with classifications. Committee will meet.
- Building
 - Progress report-Site Plan Review progress: Planning committee wanted some issues resolved prior to resubmission, may be able to resolve before the November meeting. More conversation regarding a vegetative screen between the proposed library and a neighbor's property.
 - Capital Fund Committee- Materials for canvassing and presentations are being created for distribution in folders to facilitate the fundraising activities. Postcards are also being developed.
- Finance- 1. Discussion regarding dropping the Library Network as Brandon has done as a cost savings measure. It was noted that the Network offer value in terms of library function, e.g. inventory, that would require other software and employee time to input if replaced. Discussion of pros and cons ensued. No change for now. 2. A raise for employees of 1.5% proposed. Committee will meet to discuss.

PUBLIC FORUM: *2 minute maximum per speaker:* Friends of the Library announced a raffle to substitute for the cancelled fundraiser. Tickets available at the library.

NEXT MEETING: 7 PM Tuesday October 20, 2020 at the Addison Township Public Library or Zoom.

ADJOURNMENT: 07:50 PM

* meetings are voice recorded