

HENRY PUBLIC LIBRARY
Board of Trustees Meeting
February 8, 2021
6:30 p.m.

As per Executive Order 2020-7-Sec:6 this meeting was held via a hybrid of in person and online via Zoom
Present: A. Anderson, Grumbine, Lentz, Moberg, Nauman, Robison, Owens, and Wild
Absent: S. Anderson,

I) The meeting was called to order by President Nauman at 6:32 pm.

II) Public Comments – None

III) Minutes (Including any presented committee minutes) Robison moved that the minutes of the December 14, 2020 board meeting be accepted as presented. Owens seconded. Motion passed.

IV) Treasurer's Report – The treasurer's reports were reviewed. Nauman filed the reports for audit.

V) Committee Reports

- A) Building & Grounds – No Report
- B) Finance – No Report
- C) Long Range Planning – No Report
- D) Automation – No Report
- E) Personnel – No Report
- F) Grants – No Report

VI) Old Business

- A) Temporary change to Fine Free
Wild reported that the change to fine free is going well.

VII) New Business

- A) Potential New Board Member
We discussed filling the seat vacated by Mary Anne Child's death. No names were brought forward at this time. We will consult with City Hall to find out if anyone has expressed an interest and potentially look at other ways to find a candidate.
- B) Memorial for Mary Anne Child
The family of long-time board member Mary Anne Child requested that donations be made in lieu of flowers. The board reviewed the activities that she had been involved with. Lentz moved that we donate \$50 to the Marshall Putnam Fair Fine Arts Division and \$50 to the Marshall Putnam Fair Special Events Committee from undesignated gift funds. Grumbine seconded. Motion passed.
- C) Maturing CD
After reviewing the rates, it was the consensus of board to allow the maturing CD to roll over for a new term. No further action was taken.
- D) Outdoor Landscaping
Wild will reach out to current vendors to determine if there will be a change in rates for 2021 and the board will review in March.

E) Un-Used Vacation

Bookkeeper Schrieber and Wild asked for clarification on the dispersal of unused vacation time to be added to the personnel policy. The board and Wild discussed several different options. After the discussion, Wild was instructed to add the following clarification to the personnel policy and return it to the March meeting.

The director may carry up to one week (40 hours) of unused vacation time to the consecutive year. If more than 40 hours is unused, the amount in excess is lost. Unused vacation time will be prorated for pay out at time of separation.

F) Serving our Public 4 Review

The board reviewed what Wild had provided from her review of Serving our Public 4. We will finalize the grant application at the March board meeting.

VIII) Librarian's Report

A) Statistics - See attached Schedule.

B) Gifts –

C) Meetings, etc - See attached scheduled C

D) Updates (HPL, RAILS, RSA, etc)

IX) Meeting was adjourned at 7:20 pm. Next Meeting scheduled for March 8, 2021

Elizabeth Wild – Secretary Pro Tem