



BOARD MEETING MINUTES:

November 21st, 2019

CALL TO ORDER – Board of Trustees

A Board of Trustees meeting, of the Peru Public Library, was held on Thursday, November 21st, 2019 at the Peru Public Library. The meeting was called to order at 6:33 PM and was presided over by President Anna Jo McKaig.

ATTENDEES

MEMBERS PRESENT: *Alison Paul, Deb Swihart, Melissa Duckwall, Leslie Murphy, Austina Reed, and President Anna Jo McKaig.*

MEMBER APOLOGIES: *Bryan Maggart*

DIRECTOR PRESENT: *Maryann Farnham and Assistant Director, Michelle Spangler, were present.*

GUESTS: *Staff member Lisa Rummel was also present, to take the minutes.*

APPROVAL OF PREVIOUS MINUTES

October Minutes

The secretary, Murphy, having been absent at the previous meeting, had some questions regarding the notated concerns over information that was in the September minutes. These were discussed and McKaig moved to accept the minutes with Paul seconding and the motion passed with all ayes.

FINANCIAL STATEMENTS

As Maggart, the treasurer, couldn't make it in to check the financials, this month's and next will be covered at the next meeting. McKaig had looked over the claims, which the board went ahead and approved and signed.

AGENDA

DIRECTOR'S REPORT

Farnham reported that the 2020 budget has been submitted. As it is now state law that it be approved by December 31st, she is hoping it comes through in time. The additional appropriation was approved on October 31st; it is listed in the financials.

Farnham reminded the board that the December meeting will be a week early due to the holidays.

The maintenance guy hadn't been in recently, so there was nothing further to report on the repairs and renovations list.

McKaig then re-capped her report from October on the parking lot, including her observations of it. She stated that we have an old building and a hill, as well as a small lot, so wants may have to be moderated due to practicalities. She has asked Farnham to get quotes on an internal drop-box, which wouldn't be a drive-up one but would be located right next to the handicapped parking spaces, as well as for the original plan for the external drive-up drop-box. Paul asked if an internal one would be open all the time. McKaig said that Farnham thought it could be. There could also be a sign stating that

anything left in an undesignated area would either be charged to their account or result in loss of privileges. Swihart asked for clarification on why McKaig thought the external drop-box would be so dangerous. McKaig talked them through that as it was discussed at great length. She reiterated that we'll get estimates first, and then take everything into consideration and then vote. Swihart and Murphy both thought that a drop-box needed to be drive-up in order to be handicapped accessible.

OLD (UNFINISHED) BUSINESS

The Code of Ethics was discussed and passed around for signatures again.

Farnham hadn't heard anything back from Cottage Watchman and neither had Paul. Nothing was going to be scheduled till 2020, but Paul said she would call them and check on the estimate.

NEW BUSINESS

Paul asked about the staff Christmas party. It is going to be December 4th, at 6 PM, at the Peru Civic Center. Farnham asked the board to let her know if any of them wished to attend.

Paul also asked about the parking lot restriping. Farnham hadn't heard anything further about it, but it was speculated that the weather had simply gotten too cold for it. Farnham was going to call and talk to him.

There being no further business on the agenda, the meeting was adjourned by President McKaig at 7:03 PM.

MINUTES PREPARED BY: Lisa Rummel, Peru Public Library staff member

SECRETARY APPROVAL:

(Signature & Date)

Peru Public Library