

**Wayne Public Library  
Board of Trustees Meeting  
4:15 p.m. October 14, 2020  
ELECTRONIC MEETING  
MINUTES**

**Present:** Ginny Cesarz, Nancy Chiasson, Renee' Davis, and Lois VanStipdonk

**Also Present:** Phil Wagner, Jody Wolak and Judith Bauer

**Excused Absent:** Larry McConnell

**I. Call to Order:** Lois VanStipdonk called the meeting to order at 4:18 p.m.

**II. Announcements:** This meeting was held electronically due to the ongoing COVID-19 pandemic. All votes were conducted via roll call votes.

**III. Approval of Agenda:** Item under new business; description of library board added. Ginny made a motion to approve the amended agenda, Renee' seconded. Motion carried by unanimous vote.

**IV. Approval of minutes:**

**A. Regular Meeting- Electronic Meeting- Sept 9, 2020:** Ginny moved, seconded by Renee' to approve the minutes of Sept. 9, 2020. Roll call vote:

Yea: Ginny, Nancy, Renee', Lois

Nay: none Motion carried.

**V. Public Comments:** none

**VI. Director's report:** Jody reported the library received a donation of \$29,844.25 from the Bernice Millar Trust. On Sept. 22 the library began offering "grab and go" service for quick visits of 30 minutes or less. Auto-renewal for all TLN shared system libraries went live Oct. 1.

**VII. Revenue and Expenditure Report:** right on track

**VIII. New Business:**

**A. Building projects:**

i.HVAC system: The City sent someone over to give us guidelines on what we should look for in a new system

ii. Phones: getting quotes

iii. Security cameras: will wait till other building items get taken care of

**B. Discussion and vote on 2020-21 budget revision:** Renee' made a motion to accept the revised budget, Nancy seconded. Roll call vote;

Yea: Ginny, Nancy, Renee', Lois

Nay: none Motion carried

**C. Discussion on timing of reinstating overdue fines and referrals to collection agency:** wait till January to decide

**D. Timing and format of annual staff and director reviews:** stay the same as last year

**E. Library Boards description for the City's recruitment guide:** Nancy made a motion to give the City the Boards description as written, Renee' seconded. Roll call vote;

Yea: Ginny, Nancy, Renee', Lois

Nay: none motion carried

**IX. COVID-19 and Reopening update:** The Board policies for the library covid pandemic are still in effect.

**X. Other comments or questions from board members:** The board members would like to see some form of public acknowledgement of the donations from the Millar Trust.

**XI. Adjournment:** Nancy moved, seconded by Renee' to adjourn the meeting at 5:56 p.m. Motion unanimously carried.

Minutes taken by

Judith Bauer

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Secretary