

Record of Proceedings

**Adams County Public Library
Zoom Meeting Room (online)
Board of Trustees Regular Meeting
September 9, 2020 – 5:30 p.m.**

The Adams County Public Library Board of Trustees met on September 9, 2020, at 5:30 p.m. for their regular meeting online in a Zoom Meeting Room.

Phil Rhonemus called the meeting to order. Members present were Linda Worley, David Hook, Alan Foster, Josie Winterhalter, and Linda Stepp. Others present were Executive Director Nicholas Slone and Fiscal Officer Amy Werring.

Amy Mason and Elaine Lafferty were public participants.

Minutes of the previous Board of Trustees meeting were reviewed and discussed.

Motion #1 made by Linda Worley, seconded by Alan Foster **to approve the minutes of the special meeting held August 13, 2020.** Motion carried. All yeas.

Report of Fiscal Officer

The financial reports submitted by the Fiscal Officer were reviewed and discussed.

Motion #2 made by Linda Stepp, seconded by David Hook **to accept the financial reports of the Fiscal Officer and approve the payment of bills.** Motion carried. All yeas.

Motion #3 made by Alan Foster, seconded by Linda Worley **to approve appropriation transfers (\$100 from 1000-100-720-1000 Land Improvement to 1000-1000-379-1000 Professional Services and \$2000 from 1000-100-452-1000 Property Maintenance to 1000-100-451-1000 Admin Supplies) as recommended by the fiscal officer retroactive to July 14, 2020.** Motion carried. All yeas.

Motion #4 made by Linda Worley, seconded by Alan Foster **to approve the use of COVID associated accounts recommended by the Auditor of State to account for covid related revenue and expenses from March thru December 2020.** Motion carried. All yeas.

Report of Executive Director

SEO app customization is coming. Patrons are using it more and more, instead of the website. The user will be able to limit by library location, which you can't do in the

current version. It will look and feel customized, with links we choose, and integration with ebooks.

0630

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The board discussed the library's re-opening plans and progress. A request was made that Nick create a back-up plan for our maintenance contract.

Motion #5 made by Linda Worley, seconded by Josie Winterhalter, **to approve revision of policy section 4.230 – Schedule of Fines and Fees, to allow for sending and receiving domestic faxes and curbside printing pickup of up to 10 pages at no charge.** Motion carried. All yeas.

6:46 p.m. **Motion #6** made by Josie Winterhalter, seconded by Linda Stepp, **to enter into Executive Session to discuss the employment and compensation of employees.** Roll call, Phil Rhonemus-yea, David Hook-yea, Linda Worley-yea, Alan Foster-yea, Josie Winterhalter-yea, and Linda Stepp-yea

6:52 p.m. Reconvened in regular session.

Motion #7 made by Alan Foster, seconded by David Hook, **to approve the following changes of assignment:**

- **Destiny Vanderpool to Adult Outreach Specialist, 29 hours per week, at an annual salary of \$20,358, effective August 31, 2020.**
- **Cheryl Smitson from 10 to 9 hours per week, at the same rate of pay, as part-time custodian at Manchester, effective July 27, 2020.** Motion carried. All yeas.

Adjournment

Motion #8 made by Linda Worley, seconded by Josie Winterhalter **since there is no further business, the regular meeting is adjourned to meet in regular session at the Zoom Meeting Room, Wednesday, October 14, 2020, at 5:30 p.m.**

Secretary

President