

HANNIBAL FREE PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES OF THE MEETING of June 9, 2020

The Hannibal Free Public Library Board of Trustees held its regular monthly meeting on Tuesday, June 9, 2020, in the 3rd Floor Meeting Rooms at Hannibal Free Public Library, 200 South Fifth Street, Hannibal, MO 63401. The meeting immediately following the Public Hearing on the Budget at 5:00 p.m., Present: Kim Ahrens, Frank DiTillo, Annie Dixon, JøNelle Lee, Tom Prater, Casey Welch, and Lauren Youse. Absent: Sara A. North, and Roy Hark. Also Present: Assistant Director Caitlin Greathouse and Library Director Hallie Yundt Silver.

Kim Ahrens chaired the meeting. She called it to order at 5:18 p.m. It was noted that there was social distancing, and everyone present at the meeting wore a facemask.

Moved by Annie Dixon and supported by Tom Prater to approve the Minutes of the meeting of May 12, 2020. Motion carried.

Final First Claims for June 2020 in the amount of \$99,491.57 were distributed. MasterCard claims in the amount of \$4,856.56 were emailed separately. Claims included Summer Reading grant expenditures including craft supplies, childrenø virtual performers, costs to move network, security system DVR, and phone to the Front Deskø new location, and more of the Carpet Project. Moved by Annie Dixon and supported by JøNelle Lee to approve First Claims for June in the amount of \$104,348.13. Motion carried.

Moved by Tom Prater and supported by Annie Dixon to re-allocate \$121,413.05 between Capital Outlay and Cash Flow in both the F&M and HomeBank money market accounts. Motion carried.

Moved by Lauren Youse and supported by Annie Dixon to approve the Investment Report for May2020. Motion carried.

The City Financial Report for May 2020 was included in the packets.

The Transfer Recommendation for June 2020 was distributed. Moved by Frank DiTillo and supported by Tom Prater to approve the Recommendation showing no transfer of funds. Motion carried.

There was no Correspondence.

There were no Committee Reports. Kim Ahrens established an Ad Hoc Committee to negotiate to renew the Libraryø SirsiDynix contract or find another vendor. She appointed Frank DiTillo, Hallie Yundt Silver, and Caitlin Greathouse to the Ad Hoc Committee.

The Directorø written report was included in the packet. Hallie Yundt Silver added the following to her report:

She reminded the Library Board of plans to install the book drop at the back of the building. She said she had talked to the Board of Public Works about runoff from the roof that makes the parking lot icy and unsafe in the wintertime, and that the proposal was to trench in a pipe across the driveway and into the gravel lot. Because the flowerbeds in the back of the building will be ruined by these construction projects, she said she wanted to dig out the flowers and distribute them among the staff. There was consensus that she should do so.

Hallie Yundt Silver reminded the Library Board recommendations concerning the skylight made in March. Casey Welch identified two options.

Annie Dixon left the meeting at 5:35 p.m.

Moved by Casey Welch and supported by Lauren Youse to explore skylight design options with Klingner. Motion carried. Discussion continued concerning the roof. Moved by Casey Welch and supported by Lauren Youse to amend the previous motion to include the roof when talking to Klingner. Motion carried.

Hallie Yundt Silver continued her report. She said that there was discussion in the community about wanting to use the traditional entrance. She said the Library Board took action to close that traditional entrance doors had been closed to general public use in February 2008 and had a formal closing ceremony on June 9, 2008. She reminded the Library Board of the safety and security reasons behind the decision. She stated that unless the Library Board chooses to reverse its decision, the traditional entrance would remain locked but still usable should an occasion arise for its use.

Hallie Yundt Silver described re-opening plans. She requested Caitlin Greathouse to report on Curbside Pickup Service and Summer Reading. Hallie Yundt Silver compliment Caitlin and her staff on their virtual programming endeavors and thanked the Library Board for paying staff while sheltering at home due to the pandemic. She said that staff learned how to make virtual programming tools work during their time at home.

Hallie Yundt Silver stated that the Carpet Project was nearly completed.

Hallie Yundt Silver reported on progress on the Book Stack Replacement Project. There was consensus that she should share the CAD drawings and specification with the Building & Grounds Committee before bids were sought.

Moved by Annie Dixon and supported by Frank DiTillo to adopt the FY2020-2021 Budget. Motion carried.

The proposed revisions to the By-Laws were given a second reading.

Moved by Lauren Youse and supported by Casey Welch to authorize Hallie Yundt Silver to request a waiver from e-Rate, should it be required, to extend the Library's wi-fi signal. Motion carried.

Moved by Tom Prater and supported by Casey Welch to authorize the Library Board's Finance Committee to approve the Final Second Claims for June 2020. Motion carried.

The Proposed Slate of Officers for 2020-2021 received a second reading: President Kim Ahrens, Vice-President Tom Prater, Treasurer Frank DiTillo, and Secretary Sara North. Kim Ahrens called for nominations from the floor.

Moved by Annie Dixon and supported by JoNelle Lee to close nominations and elect by acclamation. Motion carried.

Moved by Lauren Youse and supported by Casey Welch to declare the following items surplus and dispose of them:

- CCTV (Closed Circuit TV) for low vision
- One network modem
- One router
- Two 24-port hubs
- Planetarium projector
- Two cat-shaped hand scanners with serial ports
- Four card tables

Motion carried.

The Library Board discussed opening plans with Hallie Yundt Silver and Caitlin Greathouse.

Moved by Frank DiTillo and supported by Annie Dixon to adjourn. Motion carried.

The meeting adjourned at 6:16 p.m.

Respectfully submitted,

Hallie Yundt Silver, Acting Secretary

Accepted,

Kim Ahrens, President