**GRANT COUNTY PUBLIC LIBRARY**

**BOARD OF TRUSTEES MEETING**

**REGULAR BUSINESS**

**November 9, 2020**

**Call to order:** 7:00 pm Community Room

**Type of meeting:** Regular Business

**Presiding Officer:** Bill Oliver, Board President

**Quorum:** Present

**Trustees Present:** Bill Oliver, Paul Messner, Jean Payak and Cara Copes; Matthew Smith via ZOOM

**Also Present:** Susan Nimersheim, Director; Amy Coghill, Administrative Assistant and Angie Gabbard, Reader Services Librarian

**Absent:** None

**Agenda approval and adoption:** Approved as presented. Motion made by Jean Payak and seconded by Paul Messner.

**Secretary’s** **Report:**  A motion was made by Jean Payak to approve the minutes from the October 2020 board meeting. This was seconded by Paul Messner. Motion carried. A motion was made by Jean Payak to approve the minutes for the Special Meeting held on November 2, 2020 with a grammatical correction. Seconded by Matthew Smith. Motion carried.

**Treasurer’s Report:**  A motion was made by Jean Payak and seconded by Matthew Smith to approve the October 2020 financial reports. Motion carried.

**Business:**

1. Interim Director – A motion was made by Paul Messner to appoint Angie Gabbard, Reader Services Librarian, as Interim Director of GCPL, effective immediately with increased help from Amy Coghill. This was seconded by Matthew Smith. Motion carried with the addition of a 15% raise in pay for both until the end of the month of the hiring of the new director.
2. Director Search – A motion was made by Jean Payak and seconded by Paul Messner to reopen the search and repost the job immediately until January 31, 2021. Motion carried.
3. Dissolution of Foundation – A motion was made by Paul Messner to dissolve the Foundation account and move the funds to the Operating Account 102. The motion was seconded by Matthew Smith. Motion carried. The board will discuss different options for using the funds at a later time. It may go into a CD or be used for Children’s Library items.
4. New cleaning company – Susan informed the board that she had dismissed the cleaning company the library was using due to inadequate work. She has hired Dean Baker, whose cleaning company also cleans the Boone County Public Library, to clean everyday, Sunday through Thursday, at about the same cost.
5. HVAC contract- Edwards HVAC has always taken care of the library systems, specifically Garland Bell. The company has closed its Cincinnati office and Mr. Bell has formed his own operation, Tri-Star Mechanical Solutions. He sent Susan an estimate of $5980/year to maintain the library HVAC system. A motion was made by Paul Messner to accept the Tri-Star proposal. Motion was seconded by Jean Payak. Motion carried.
6. Final payment #20 for Ashley Construction – A motion was made by Paul Messner to issue final Payment #20 for $16,060.00 to Ashley Construction and close the Construction Account. Motion was seconded by Jean Payak. Motion carried.
7. Holiday Closures - Due to how the holidays fall this year, a motion was made by Paul Messner to close the library on Thursday, November 26 through Sunday, November 29 for Thanksgiving; Thursday, December 24 through Sunday, December 27 for Christmas and Thursday, December 31 through January 3, 2021 for New Year’s. The motion was seconded by Jean Payak. Motion carried

**Policy Review:** None

**Reports:**

1. Director’s Report – Susan presented her last monthly Director’s report
2. Regional Report – Discussion of E rate funds from regional librarian

**Correspondence:** None

**Board Member Comment:** Bill Oliver thanked Susan, on behalf of the board, for all her many years of dedication to Grant County Public Library. She will be missed, but we wish her the best in her upcoming move and retirement.

**Adjournment:**  Motion made to adjourn by Jean Payak and seconded by Paul Messner. Adjournment at 7:58 pm

**Next Board Meeting:** Monday, December 14, 2020 at 7 pm

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President Secretary