**Eureka Public Library Board of Trustees Regular Meeting**

**Date: May 18, 2020**

The meeting was called to order by President Don Whitman at 7:00pm

**Members present: Members absent:**

Don Whitman Robin Robinson

Tim Martin

Sandi Sylvester

Lisa Reinmann

Jane Burke

Marjorie Crowe (via computer)

**Staff Present:**

Ann Reeves

**Minutes:**

It was moved by Trustee Reinmann and seconded by Trustee Burke

to approve the minutes from the regular meeting held April 27, 2020

The motion carried unanimously.

**Financial report and approval of expenditures:**

It was moved by Trustee Reinmann

and seconded by Trustee Burke

to approve the financial report from the month of April

and payments for the amount of $35,541.55

**Committee Reports:**

Finance: Trustee Martin reported we are 83% of the way through the fiscal year and have spent 64% of the budget. Trustee Martin shared the Tax Computation Report that shows we are getting a couple thousand dollars less than last year and we should expect the first payment in August.

Library Services: Ann shared the library will have four Summer Reading Programs this summer: Children, Young Adult, College, and Adult. Porch pickup has been well received with 18-24 pick ups a day. There can be 10 items per pickup. The library outreach program does home porch delivery and to the nursing homes as well. The library is looking into getting a phone for text purposes.

Building: After heavy rain we had water in the janitors closet downstairs. Ann is looking into longer downspouts. We may have to dig to the foundation to see if there is a crack. The workroom downstairs new LED lights, paint, and linoleum.

Special Committee: The Post Office Committee looked at past expenses and discussed the possible sale of the building. The decision was made to have an attorney look at the contract. At this point we are planning to sign the lease with the post office for extra income for the library.

**Librarian’s Report:** Ann reported the Book Sale is canceled but there will be children’s books given away around town by the Library Dinosaurs. Ann reviewed the work schedules for personnel. Trustees Crowe and Burke shared their takeaway from the webinar “Bigger Than A Building.” Angela’s labeling project is coming along and the new room is halfway completed.

**Unfinished Business:** None

**New Business:** There was discussion about how to improve library services. There is a grant available to make changes to the building due to COVID19. One popular idea is a drive thru window. Partnering with Home Extension for classes, Power Points, Genealogy, and Youtube classes were all ideas mentioned. Any more ideas should be sent to Ann. After discussion, Trustee Martin made a motion to move forward with the handicapped door installation at the Post Office. Trustee Burke Seconded. The motion passed unanimously.

**Public Comments /other announcements:**

**Adjournment:** Being no other business, Trustee Sylvester moved to adjourn the meeting at 8:05pm. The motion was seconded by Trustee Martin and approved unanimously.

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**President Secretary**

**The above is the unofficial summary of business transacted by the Eureka Public Library Board of Trustees. This summary will be reviewed and approved at the next regularly scheduled meeting of the Board of Trustees.**