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

**Date: February 24, 2020**

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

**Members present: Members absent:**

Don Whitman

Tim Martin

Sandi Sylvester

Robin Robinson

Lisa Reinmann

Jane Burke

Marjorie Crowe

**Staff Present:**

Ann Reeves

Angela Roberts

**Minutes:**

It was moved by Trustee Martin and seconded by Trustee Reinmann

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

The motion carried unanimously.

**Financial report and approval of expenditures:**

It was moved by Trustee Martin

and seconded by Trustee Reinmann

to approve the financial report from the month of January

and payments for the amount of $40,723.81

**Committee Reports:**

Finance: Trustee Martin reported of the budget has been spent. Funds were moved to special reserve for computers.

Personnel: Angela Roberts was introduced to the board and gave a short talk about her 1st month here at the library. She shared a new calendar just for the Children’s Library and also talked about several DYI projects for the patrons that she will do once a week. In staff news Ann shared that Lisa will be retiring June 30th. Trustee Burke shared the findings of the Director’s evaluation.

Building: Trustee Sylvester reported Angela’s office was repainted, has new lights, and new floor. The elevator and alarm systems had their yearly test and are in good working order. After hearing Trustee Sylvester’s concerns, Trustee Crowe made a motion for the Building Committee to research getting a handicapped door put in at the post office. Trustee Robinson seconded. The vote passed unanimously.

Library Services: Ann passed out the activity calendar for March. “ Bring A Child To the Library Day” was well received and 110 patrons attended.

**Librarian’s Report:** Ann reported the library has received the money for the Fresh Marketing grant. Robin Honeg worked her way through the personnel handbook and made a couple suggestions which the personnel committee will look at and address. Ann has received feedback about noise upstairs when a children’s program is in the meeting room. Area libraries are going “fine free”. During the month of May we may take canned food in place of regular fines. Ann shared the statistics. EBA is no longer interested in being in charge of Eureka Bucks. The library will have them printed and they will still be available for purchase here.

**Unfinished Business:** None

**New Business:** After review, Trustee Martin made a motion to approve the Internet User Agreements and Policy. Trustee Burke seconded. The vote passed unanimously. After review, Trustee Robinson made a motion to approve the Authority to Spend Policy. Trustee Reinmann seconded. The vote passed unanimously.

**Public Comments /other announcements:**

**Adjournment:** Being no other business, Trustee Sylvester moved to adjourn the meeting at 8:10pm. 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.**