JeanWINCHESTER PUBLIC LIBRARY BOARD MINUTES

September 7, 2021

**Members Present:** Merriyln Fedder, Janet Gant, Andie Fundel, Roger Pratt, Alice Ballard, Shannon Killday, John Coonrod and Head Librarian, Jeanette Wallace.

**Members Absent:** R.J. Paslay and Gina Glossop.

**Minutes:** Chairwoman Fedder opened the meeting at 7:05 and welcomed our new board member, Shannon Killday. There were no public comments. The minutes were approved as presented.

**Financial Report:** Merrilyn presented the financial report, noting the corrected balance in the Building Fund Grant. The report will be filed for audit.

**Librarian’s Report:** Jeanette presented bills for the month of August in the amount of $694.34. Alice made the motion to pay the bills, seconded by John. Roll Call, all yes.

**Committee Reports:**

 **Building and Grounds:** Weeds have overtaken the marigold garden and Alice will ask Bill to prepare the spot for the winter months.

 **Policy and Personnel:** Jeanette presented an update to the Winchester Public Library Mission Statement/Development/Gifts and Special Collections and the Constitution. Andie made the motion to approve the update/changes as presented, seconded by Roger. Motion approved. Board members approved a mask mandate for employees and patrons until further notice. Alice had asked the Health Department about masks for Story Hour and was told that children 2 and older should wear a mask at the present.

 **Grants:** John reported on the latest update from the USDA Grant, stating the $50,000 grant for the construction of the new addition was upgraded to $58,000. The City Attorney, John Paul Coonrod is submitting a second application to USDA for additional grant monies. John also stated there was a favorable ruling on the Milliken Estate that would allow the trust to be invested in a more lucrative long term income.

 **Correspondence:** None

 **Computers:** The card catalog computer was not working at times.

 **Building and Construction:** Merrilyn and Janet attended the opening of the construction bids at City Hall on August 26, 2021. Two bids were presented, both over the estimate from Benton’s. The bids were not accepted. The Memorial Brick Fund account balance is $600.00 and is a separate account from the library’s Memorial Fund.

**Old Business:** The dust from the fireplace is still a problem. Bob Howard has been contacted to clean and seal the fireplace brick and to repair the three library doors. John made a motion to replace the voice recorder used for executive meetings. The cost of the recorder should not exceed forty dollars. Andie seconded the motion; roll call vote, all yes. Jeanette presented the schedule for library closings for 2021/2022.

**New Business:** The board members discussed the possibility of changing the date of our regular business meeting. The consensus was to not change the date. Permission was given to Jeanette to create a posting, “How to vet information from Face Book and T.V.” as an educational tool. She would also like to create a monthly “Teen Tech” program. There was discussion on purchasing a Wi-Fi door motion sensor for package delivery. This proposal will be reported on at the October meeting. Jeanette will update the Board of Directors information list.

**Book Suggestions:** None

**Adjourn:** Alice made the motion to adjourn at 8:54 p.m.

Janet Gant, Secretary