

Conrad Public Library Board of Trustees

Regular Meeting on Monday July 13, 2020 @ 4:00 pm in the Conrad Public Library

Members present: Pat Heinen, Lacie Vermulm, Anna Pollard, Tom Brown, Chairman Glenda McKeone, Library Director, Carolyn Donath.

Chair Glenda McKeone called the meeting to order @ 4:02 pm.

There was no public comment.

Pat made a motion to approve the minutes from the June 15th meeting and the June 30th meeting; Tom seconded; all agreed and the motion carried.

Carolyn's report, which was given at the City Council meeting on July 7th. To summarize:

- Patron count was 946 in June compared to 340 in May. Circulation was 1812 compared to 1087 in May.
- Plexiglass partition is in place. Books are quarantined and disinfected as they are returned.
- We received a 3 Rivers grant for \$15,000.
- We will be receiving \$5000 from Social Services Nonprofit Grant before the end of the month.
- Hired Kaylee Cherry for Library Assistant Job.
- 75 children are signed up for Dolly Parton Imagination Library.
- 60 children are signed up for Summer Reading Program.
- Tiffany is reading at the Cowboy Academy and they are also visiting the library.
- Kindergarten camp will be in August. Sign-ups are on-going.

The Financial/Budget report is still being adjusted, as we are considering the amount that will be dedicated to fixing the roof.

The Foundation continues to receive money for our Trust. The Friends are still on hiatus.

Old Business:

Bylaws of Board of Trustees is still being worked on with Tracy Cook. Tabled for now.

The board agreed that the Library Board would be responsible for removal of a board member and then proceed to have the Mayor/City Council appoint a new member.

New Business:

Anna made a motion to elect Glenda McKeone as Chairman and Lacie Vermulm as Vice-Chairman; Pat seconded; all agreed and the motion carried.

Lacie will be the board representative for Pathfinders.

Glenda will be the board representative for the Foundation.

Pat and Tom will be board representatives for the Friends.

The Memo of Understanding was tabled. The board agreed to invite Tracy to a meeting to help us with the process.

Carolyn's review was done in a closed session.

The Board is looking for a different form to evaluate the Director.

Future Business:

Carolyn and the board will present short and long term goals at our next meeting.

There was a short discussion about the upcoming levy.

Upcoming Board Meetings:

The Board agreed that upcoming meetings will be on the 3rd Thursday of the month at 4:00pm.

Next meeting is scheduled for August 20, 2020 at 4:00pm.

Chair Glenda McKeone adjourned the meeting @ 5:17 pm.

Respectfully submitted by Carolyn Donath, Secretary to the Board