PICKERINGTON PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
August 17, 2020

The Board of Trustees of the Pickerington Public Library met in regular session on August 17, 2020 at 7:00 p.m. via a Zoom Virtual Meeting, Pickerington, OH 43147. Members present were Cristie Hammond, Mike Jones, Mary Herron, Jennifer Hess, Michelle Shirer, Todd Stanley and Berneice Ritter. Staff members present: Tony Howard, Library Director, Brenda Oliver, Fiscal Officer, Colleen Bauman, Community Engagement Manager and Norma Lockney, Deputy Fiscal Officer. Also in attendance: Jennifer Hrusch, Lindsay Friedman, Catie Polack, Theresa Garee, Dana Folkerts, Jacob Happ, Casey Madison, Lisa Johnson, Joy Jackson, April Anda, Ashley Mensah, Antonio Boveia, and Joan Kendall-Sperry.

Call to Order

Meeting called to order by Cristie Hammond.

Roll Call

Secretary’s Report

Consent Agenda

* + - 1. July 20, 2020 Regular Board Meeting minutes
			2. July 27, 2020 Special Board Meeting minutes

**08-01-20 Motion to approve the Consent Agenda**

Mary Herron made a motion to approve the Consent Agenda items. Berneice Ritter seconded.

Roll Call: Mike Jones-yes, Michelle Shirer-yes, Mary Herron-yes, Cristie Hammond-yes, Todd Stanley-yes, Berneice Ritter-yes, Jennifer Hess-yes. Motion passed with no changes.

Public Participation

One public comment was given.

Friends of the Library Report

Tony shared that the Friends will probably have to cancel the fall book sale. Colleen is researching ways to do a possible bag sale option.

Finance Committee

Fiscal Officer’s Report

Brenda shared the July financials:

Checking balance - $1,316,397.45

General Fund Investments - $1,939,117.35

Capital Fund Investments – Star Ohio - $543,051.55

July General Fund Revenue - $111,867.56

Revenue Highlights:

PLF - $108,104.94

Restricted Other Grants-In-Aid - $2,000.00 (Grow with Google)

Customer Fines - $320.42

Interest - $751.97

Capital Projects Interest Income - $210.25

Special Revenue Income - $6,450.00 (Guiding Ohio - $2,950, $3,500 Fairfield Foundation/United Way – COVID-19 Book Bins Grant)

Expenditure Highlights:

Main Personnel - $101,887 (3 payrolls)

Branch Personnel - $17,443 (3 payrolls)

Main Operations - $30,045

Branch Operations - $12,543

Collection - $15,806

Equipment and Furniture - $0

July General Fund Expenditures - $177,724

Mary asked if the library is still ordering books. Brenda reported that we are still ordering new books for curbside as well as electronic resources.

Financial Updates:

Revenues:

- Property tax levy revenue – Fairfield County taxes have been collected and the 2nd half received was $675,715.99 in August, which is $39,479.02 over the budget. Franklin County’s portion will be received in a couple of months.

- Public Library Fund – State Revenues – The July PLF based on June receipts was 2.6% lower than estimated. August PLF based on July collections is 36.78% higher than the State’s original estimate, this is due to the delayed income tax collections. The amount to be received for August PLF is $118,335.60.



Star Ohio’s daily interest rate – 0.29%

Star Ohio Plus daily interest rate – 0.25%

Other Items:

- Ohio Unemployment – The library continues to pay unemployment benefits for former employees that left the library to work at another employer and were furloughed. According to the current laws of Ohio, these charges are to be paid by former employers. The Federal funds through the CARES Act will be crediting 50% of the amounts paid by the library on previous months of benefits already paid.

- Grants –

* Guiding Ohio Online Grant – The library has been approved for a $17,649 federal grant for 2020-2021.
* COVID-19 Relief Fund Grant– Fairfield County Foundation – The library received $3,500 to purchase and install small portable book drops at each of the senior communities we serve, so they are able to safely return materials and the library is able to quarantine the items.
* IMLS CARES Act Grant – The library will be notified in August about this $373,537 grant for a lending kiosk.
* CARES Act Mini Grant – The library has been approved for a $3,000 grant through the State Library of Ohio to purchase IPADS for curbside, additional bins for quarantining materials, customer curbside bags, PPE supplies, and COVID cleaning equipment.
* Upcoming Ohio’s Office of Budget and Management Grant – The Ohio Controlling Board approved $18.3 million of CARES Act funds for Ohio’s public libraries. The Office of Budget and Management is creating a portal for libraries to apply for a $25,000 grant for each Ohio public library main and branch locations for increased sanitation costs, maintaining social distancing, purchasing personal protective equipment and other necessary costs to comply with public health orders, local health department recommendations and best practices. This grant can be applied toward expenses already incurred. The application was submitted last week.

Mike asked if Brenda knew how much extra each month it is costing the library for the additional precautions the library is taking. Tony pointed out that because of the extra expenditures, the library is spending money in areas that the administration had reduced.

- Fairfield County Budget Commission Hearing –The Fairfield County Budget Commission budget hearing was on Monday, August 10thto go over the 2021 Budget request. They asked about current operations and a few financial questions. The County provided an estimate of 2021 tax levy proceeds to be collected based on 2020 of $1,515,000, which is $34,500 higher than this year’s estimate. They provided the 2021 PLF estimate as follows: Fairfield County District (63.2%) - $2,285,052, Pickerington Library (28.5%) - $1,030,443 and Wagnalls Memorial Library (8.3%) - $300,094. They noted that our current PLF distribution agreement is through 2021. Tami Morehart, Director of Wagnalls Memorial Library, reported that their library is open for computer, printer, fax usage by appointment and curbside and will be opening for full service when the county goes to orange. She then mentioned that Wagnalls Memorial Library will be unable to continue operating in the future based on the current distribution percentage and if the libraries in Fairfield county cannot come to an agreement, then Wagnalls will be coming to next year’s budget hearing for the county to decide the PLF distribution for 2022.

Brenda shared some additional comments:

- PLF Agreement – Next year, the library is supposed to negotiate the distribution of the State’s PLF dollars that is distributed to the county starting in 2022 between Fairfield County District, Wagnalls Memorial and Pickerington Public Library. We use data such as: service area population, circulation, square footage of buildings and number of FTE staff. This agreement is usually for 3 years. Wagnalls Memorial Library believes that they should receive a greater percentage of the PLF than they are currently receiving. If we do not agree with this, we will go to the August 2021 County Budget Hearing without an agreement and the percentages will be decided by Fairfield County for 2022. Wagnalls is currently allowing computer and printer service by appointment along with curbside service while the county is at Red, Level 3. Therefore, Pickerington residents are currently utilizing Wagnalls services. When the county changes to Orange, Level 2, Wagnalls will open to the public as well as Fairfield County District Library.

- The levy receipts are secure according to the County Auditor as long as the housing market stays strong and there are buyers for properties. The library’s levy is continuing at 1.25 mils. At some point in the future, the library will need to ask for additional support from the community. The library’s levy has been negatively mentioned after we closed the building to the public and there seems to be growing resistance to future library levies. In the past, the library has been widely supported making it possible for the library to grow and expand services to the public.

As a public library, we are here to provide access to resources that the community is unable to easily obtain. Access is provided to internet, computers, printing, copying, free faxing, notary services, proctoring, information, entertainment, space for business offices, tutoring, studying and a safe place away from home. Pickerington has community members that currently need these services.

Businesses and organizations are changing the way they provide their services in order to survive the pandemic. Some businesses are flourishing by adapting their service model and adding services where other businesses have failed to provide them. The businesses that are not able to quickly change the way they provide services are going out of business.

The Fiscal Officer’s job is to inform the Board how decisions made impact the library financially in the short and long term. Big decisions are being made that may negatively impact the library’s primary funding sources and will drastically change how the library will or will not be utilized in the future. If the Pickerington Public Library does not adapt and provide what the community needs and wants, then other organizations will. Those organizations will be deemed essential for the community and for funding, while the library will not.

Todd asked if Wagnalls would still fight for a larger percentage if we reopened. Brenda said they will probably still be asking for a larger percentage.

Mike asked if the current percentages were decided by Fairfield County. Christie said the three libraries were able to come to an agreement, and Tony stated that the County Budget Commission has not had to make a ruling to decide the percentages since the beginning of the 2000’s.

Todd also asked how the library knew our customers were going to Wagnalls. Tony said the library has heard from them. Mary also stated she personally knows people who have gone to Wagnalls.

Todd wanted to know about how long it would be before the library needed to ask for another levy. Brenda stated it would probably be in about 10 years.

Other Committee Reports

Director’s Report

Spring Strategic Focus – Read

Facilities:

Current projects:

- Main Library Structural roofing issue – Tony finally spoke with Mikel Coulter last week and today. The library is approved by the City of Pickerington on the variance request as long as we can show approval for the variance from the State Buildings Standards.

There are three options Mikel discussed that the Board needs to consider and make a decision on how to proceed:

* + - Submit the design as is to the State of Ohio Board of Building Appeals to ask for a variance to keep the design as we have it.  This would be a no cost option other than the filing fee with the state.  If they accepted this variance, then the local building department would accept it and the library could release ACI to begin working.  Tony anticipates this would take 2-4 weeks from submittal to review by the state.
		- The second option would be to increase the thickness of the new insulation to R-25, which would cause the library to remove the high windows in the affected areas and reduce their size to allow for the thicker insulation.   CTL does not recommend this option because of the concern with the flashing height needed at the base of the window relative to the final roof elevation.  The library would not have the 8” of flashing as required by code.  We can develop a detail to accommodate it that SIKA and the state would accept but it is not an ideal situation.  There would also be an added cost to the project to remove the windows and replace them with a window that is not as tall so as to accommodate the increase insulation thickness. Added cost of at least $50,000.
		- The third option is to use an R-50 (1”) insulation that SIKA has brought out into the market in the last 15 months.  It is made in Newark, OH so there shouldn’t be a material issue.  It is expensive; CTL has estimated it could cost up to $48,000 to purchase and install it.  Patrick Johnson with SIKA is checking to make sure of cost, availability and what the final cross section would look like.  It would be under around 80-85% of the roof replacement area we have designed but the other 15-20% would be regular 1” polyisocyanurate.  The new R-50 cannot be cut or modified so the library would be infilling some places with regular polyisocyanurate.  This would be close to the existing roof thickness and would not change the appearance of the roof as designed.  It would save the library some dollars over time with a better R-value but the cost benefit is not there in the estimation because of covering such a small area of the total roof, and the payback period with energy savings is a long time out.

Tony responded to Mikel that he felt the Board would go with the variance option. The Board agreed.

- Changing lightbulbs in parking lot – Frank has begun to change parking lights and ballasts in house with our lift. This change is saving us over $400 per light fixture.

- PPE Stock – The library has begun purchasing a few weeks extra of PPE as a precaution if supply chains run short after schools reopen.

Miscellaneous:

- Pickerington Comprehensive Plan – City Planners invited Tony to participate on a steering committee for the City’s long range Comprehensive Plan. This is important because Tony can ensure the Library is considered within this plan.

- Statistical Update:

CURBSIDE STATS:
*July 6 - July 27 (3 weeks)*Total: 813
Weekly avg. 271

*July 28 - Aug. 16 (3 weeks)*
Total: 1,775
Weekly avg. 591

*\*Grab and go pickup available in this time.*

DOOR COUNT:
July 1 - 27: 6,189 (ins)

COMPUTER LAB USE:
July 6 – July 27: 379 people
Daily Average: 17 people per day

CIRCULATION:
*July 1 - July 27:*
Main: 25,987
Main Lockers: 550
Sycamore: 4,184
Sycamore Lockers: 1,407
Total: 32,128 (checkouts and renewals)

*\*Item Quarantine extended from 3 to 4 days on July 20.*

*July 28 - Aug. 16:*
Main: 14,465
Main Lockers: 528
Sycamore: 3,020
Sycamore Lockers: 1,345
Total: 19,358 (checkouts and renewals)

WIFI USE:
*July 1 - July 27:*
Main: 555 unique clients total, 53 ppl per day on average
Sycamore: 283 unique clients total, 32 ppl per day on average
Total: 838 people

*July 28 – Aug. 16:*
Main: 203 unique clients total, 35 ppl per day on average
Sycamore: 241 unique clients total, 33 ppl per day on average
Total: 444 people

Gale Report Highlights:
Top patron groups: Babies and Bliss, Across the Ages, Fast Track Couples, Boomers and Boomerangs, Kids and Cabernet (Sophisticated City Dweller & Urban Ambition)

- Age range: 36 – 45 | 51 – 65 | 31 – 35 | 51 – 65 | 36 – 45 | 51-65
Descriptors: large families, online shoppers, athletic/outdoor, homeowners | suburban. Affluent, fitness, outdoor hobbies, multigenerational homes | active/sports fans, music lovers, tech-savvy| middle-class, charitable, multigenerational, social media fans, suburban | Family, traditional, vacations, saving for college | affluent, educated, nearing retirement, philanthropic

- How they communicate: primarily digital on Facebook/social, some by email, by chat/phone| Primarily email, Facebook/social and direct mail | Chat/phone, TV, Radio | Facebook/social, mail and email | Email, chat/phone, Facebook/social | Facebook/social, email and direct mail

Top Groups for Growth: Booming with Confidence, Power Elite, Family Union, Autumn Years, Singles & Starters
- Age Range: 66 - 75 | 51 – 65 | 36 – 45 | 25 – 30
Descriptors: rural, financial savings, AARP, secure, hobbies (outdoor), community oriented | Wealthy/affluent, educated, homeowners, active, charitable/philanthropists, tech apprentices | team sports, married, blue collar jobs, financially cautious, bilingual | Multi-family unit, renters, radio & digitally savvy, single, foodies

- Other factors: middle class, suburban, music (60/70s), saving for college (or have college loans), family oriented, high credit card use, health-conscious, holiday focus, race fanatics, some nearing retirement, agricultural, athletic, single parents, ambitious, gamers, new to the area, multi-cultural, cultural interests, college/sports fans, limited budgets, lottery ticket buyers, downtown commuters, career-driven, tech wizards

- How they communicate: Email, Social/Facebook, direct mail | Email, social/Facebook, chat/phone | Social/Facebook, radio, phone/chat | direct mail, social/facebook, email | Radio, chat/phone, TV

Project work:

- Down with Dewey – Held several meetings over the past couple of weeks to determine collection categories using research and information already gathered over the past year.

Timeline Overview:

Categories approved no later than September 15

Conversion of the collections September 15 – April 15

Public Survey on changes June 14

Follow up and project closure July 2021

- What’s the Right Room – Kicking off Next week; Expected completion Quarter 4

- Senior Outreach – Held a couple of meetings creating plans for future outreach to assisted living facilities; Working with facilities to determine need and desire for services; Quarter 4 completion of process and planning; Quarter 1 2021 begin implementation of revised services to Assisted living facilities

- Remote Readers Advisory – Created goals for the team; Training and expectations for phone and online reader’s advisory

- Performance Assessment process update – First project team meeting is next week; Quarter 4 project completion

- Electronic Resource Guidelines – Project is close to completion.

Presentation by Manager Jennifer Hrusch: Project is data driven in order to make decisions on the usefulness of the resource. The library narrowed down all electronic resources to ones that are paid for or receive access due to being in a group. A rubric was used to measure the resources equally.

- Services Guidelines – Project is past the research phase and working on an evaluative rubric

- Class and Event Guidelines – Project is past the research phase and working on an evaluative rubric

- LAN Cleanup – Working with the team to reorganize our Local Area Network to create efficiencies in saving and finding documents; Quarter 3 completion

Summer Reading:

Summer Reading was extended with one week left

- Youth/Teen Grab & Go stats for full 9 weeks (officially ended youth/teen Grab & Go bags on 8/8)

- Preschool: 63% given out by 8/8 (456 given out from 720 total)

- School-age: 82% given out by 8/8 (590 given out from 720 total)

- Tween/Teen: 69% given out by 8/8 (248 given out from 360)

Total: 72% given out by 8/8 (1294 given out from 1800) – As of today 8/17, there are fewer than 30 bags remaining. The rest have been given out*.*

- Adult stats for 4 weeks (officially ended 8/1): 89% given out by 8/1 (177 given out from 199)

READsquared:

- Current virtual enrollment: 702 people

- Current completions (those who have reached 1000 points): 172=24.5% completion rate - This completion rate does not take into account paper reading logs that were handed out but no prizes were claimed/picked up. In addition, READsquared was set up so that "completion" is 1000 points, when in fact it is actually 900 points. Once SRP is officially over on 8/22, we will have updated stats for completion rate.

- For comparison, in 2019, 34.9% completed summer reading. We had 3000 registrants in 2019.

- Paper Reading Logs:

Total paper records handed out: 155

Main: Baby - 3, Child – 85, Teen - 29, Adult - 20

Branch: Baby - 3, Child - 7, Teen - 3, Adult - 5

2020 Director Action Items:

- Better Communication early on with Managers and Staff regarding changes – Holding regular meetings with Managers during the Pandemic. Continuing with an all staff zoom update meeting every week. These meetings are to ensure all staff have the information they need to help them through the transitions occurring during the pandemic.

- Better Communication with the Board – Tony communicated with the Board this past month to ensure they are staying informed changes required by the Governor’s County Alert system.

- Continue to expand community outreach to be reflective of the community – The library recently updated the Gale Analytics information to allow us an accurate snapshot of our community makeup.

- Find better ways to manage the afterschool crowds – Continued discussion of possibilities with how to manage afterschool crowds for when the library reopens.

Community Engagement Report

Summer reading – winding down. Last day to turn in records is August 24. Colleen shared some pictures with some prizes.

Gearing up for HHC and the new school year! Thank you to Trudi and Lauren for being good sports on this last minute request from PLSD.

In the Community Engagement office – behind the scenes:

- Communico scheduler: Reserve a Service has been added and ready to roll as soon as our levels change. Schedule computer/laptop timeslots, Business center use for fax/copy/scan, Technology Trainer appointments, Notary appointments, HHC tables, etc.

- Partnering: Remote Learning Center @ Grace Fellowship (supporting schools, parents, students & teachers) - Remote Learning Centers will offer a safe, structured environment for students who are participating in virtual learning or have split schedules. Within these environments, Grace will help monitor classroom participation, provide age-appropriate activities, and much more. They have identified a community need and filling it. The center is a study hall environment with a dedicated quiet work space for students in K-8. Grace Fellowship Main will support 80 students and Chapel will support 30. They are inviting volunteers to share “electives” like physical fitness, music, art and library! The library’s goal is to get books into the hands of these 110 students on a weekly outreach basis.
- Working on fun new initiatives and ideas to engage our readers and community with communication team. Voting registration/absentee process and history is scheduled for September/October.

- Vote for your favorite book/author series to help promote Readers advisory/collection (virtual voting for kids and teens)

- September is Library card sign-up month. Watch for staff on social media delivering PSAs on library card sign-up and importance of having a library card.

Old Business

COVID-19 and Operational Plan Review

Tony shared some information regarding the current operational plan. With the uncertainty and challenges brought on by the current pandemic, it is important to continuously review what is going on and assess the status of our organization. Since the decision to adopt the operational plan mirroring the county health advisory system, the library has received quite a bit of attention throughout the community. Additionally, Library Administration has had an opportunity to reach out to other libraries to inquire on their operational statuses.

The current operational plan:

Level 1 (Yellow): Library open – require masks (No staff changes)

Level 2 (Orange): Curbside service + computers/study tables by appointment only (No staff changes)

Level 3 (Red): Curbside service only (No staff changes)

Level 4 (Purple): Virtual only (Some staff furloughs)

- Staff response – There have been mixed feelings among staff. Some are relieved, some are happy, and some are not happy with the Board’s decision.

- Community response – Like with staff there are mixed feelings; some community members are happy and understand the decision, some are indifferent, and some are extremely unhappy. Administration and staff have fielded feedback in person, through social media, by phone, and by email. The majority of the community feedback mirrors the recent survey with a desire to keep the library open. The extreme cases have threatened future funding with organized opposition to future levies, and requested the removal of the Director and entire Board of Trustees. A concerned community member created an online poll in order to provide the Board of Trustees more information to reconsider reopening the library. Some customers have expressed their distress and cited the library closure as a cause of their increased depression because we have taken away the only place they are comfortable going outside of their homes.

- Other Ohio library statuses – Throughout Ohio, most libraries in counties under a Level 2 advisory (orange) are opened to the public and allow browsing of their collections. Recently, libraries have been opening their facilities and collections to the public while their county is still classified as red. During the past couple of weeks, both Cincinnati Hamilton County District Library and Cuyahoga County District Library reopened their facilities and collections to the public. Cincinnati’s county shifted to orange last Thursday. At the last CLC Governing Council meeting, CML stated that they are considering reopening their collections for browsing by the public. Their county is currently classified as red.

- Safety and liability – The library has enacted safety measures that rival and many time surpass retail businesses. From the beginning of the official outbreak, Administrators have explained to staff that if they are not comfortable with a situation to ask someone else to address the issue. Gloves are required when handling materials, and masks for everyone. Face shields are provided for any staff member who wants one. The expectation for everyone is to social distance and to reinforce that through conversation. The staff has been empowered to enforce the rules. The library has reduced the amount of accessible furniture in both facilities to ensure there are no groups of customers. A remote system is being set up to access the public PC in order to help customers while maintaining social distance. A quarantine system has been created that allows staff to not touch all but oversized items until after they have sat for 96 hours. According to the county prosecutor, anyone could be sued over a number of things. As long as the library is following federal, state and local guidelines, the risk is minimalized.

- Future implications – It is the opinion of library administration that the current operational plan be amended. Recognizing that safety and liability were major factors in this plans approval, the plan goes too far in its protections and has the potential to damage the library’s standing in the community. Additionally, the current plan has the potential to affect future funding for the library in a negative way.

Recommended Changes to the current Operational Plan:

Level 1 (Yellow): Library Open with browseable collections, strict safety protocols, virtual service, and curbside service (No staff changes)

Level 2 (Orange): Library Open with browseable collections, strict safety protocols, virtual service, and curbside service (No staff changes)

Level 3 (Red): Curbside service, computers/study tables by appointment only, virtual services (No staff changes)

Level 4 (Purple): Facilities closed, virtual services, (Possible curbside service situation dependent) (Some staff furloughs)

Berneice expressed concerns with keeping the community safe during this time if we open.

Michelle expressed concerns about sanitation with browseable collections. She also suggested having special times for higher risk individuals.

Jennifer Hrusch shared a story about an encounter she had with a customer who desperately needed the help of the library and the services we provide to the community.

Cristie shared that we will never be able to keep everyone 100% safe, but the library protocols that have been put in place are good.

Todd expressed concerns about what will happen when the schools open.

Mike expressed his concern for having a browseable collection in Level 2. He proposed that Level 2 be changed to still have appointments for computers and study tables.

Jennifer asked about the possibility of limiting the number of customers in the building.

**08-02-20 Motion to adopt the recommended changes to the current operational plan with the change of only allowing computer/study tables by appointment in Level 2 effective immediately**

Mike Jones made a motion to adopt the recommended changes to the current operational plan with the change of only allowing computer/study tables by appointment in Level 2 effective immediately. Mary Herron seconded.

Roll Call: Berneice Ritter-no, Todd Stanley-no, Cristie Hammond-yes, Michelle Shirer-no, Mike Jones-yes, Jennifer Hess-yes, Mary Herron-yes. Motion passed.

Discussion was held about limiting the number of customers in the building. The Board members asked the staff to investigate what a safe number would be.

New Business

Coronavirus Relief Fund number 2801

The library applied for a CARES Act mini-grant through the State Library of Ohio and has been approved to receive $3,000. The library will be using these funds to purchase additional bins for quarantining of returned materials, three iPads for providing curbside service at both locations, customer bags, PPE supplies and specialized cleaning equipment and supplies. This grant is an IMLS grant and is federally funded and no matching funds are required. Restricted Federal or State Grants need to be accounted for in a separate special revenue fund.

**08-03-20 Resolution to establish a Coronavirus Relief Fund number 2801**

Mary Herron made a motion to establish a Coronavirus Relief Fund number 2801. Todd Stanley seconded.

Roll Call: Todd Stanley-yes, Mike Jones-yes, Cristie Hammond-yes, Michelle Shirer-yes, Berneice Ritter-yes, Mary Herron-yes, Jennifer Hess-yes. Resolution passed.

Revenue Account 2801-212-0000

**08-04-20 Resolution to establish revenue account 2801-212-0000 Restricted Federal Grants-In-Aid**

Todd Stanley made a motion to establish revenue account 2801-212-0000 Restricted Federal Grants-In-Aid. Mike Jones seconded.

Roll Call: Mary Herron-yes, Mike Jones-yes, Todd Stanley-yes, Jennifer Hess-yes, Cristie Hammond-yes, Michelle Shirer-yes, Berneice Ritter-yes. Resolution passed.

Revenue Account 2012-292-0000

The library received a $3,500 grant to establish book drops at Senior Living facilities in the community.

**08-05-20 Resolution to set-up revenue account 2012-292-0000 Restricted Others Grants-In-Aid**

Mary Herron made a motion to set-up revenue account 2012-292-0000 Restricted Other Grants-In-Aid. Berneice Ritter seconded.

Roll call: Jennifer Hess-yes, Berneice Ritter-yes, Todd Stanley-yes, Cristie Hammond-yes, Michelle Shirer-yes, Mike Jones-yes, Mary Herron-yes. Resolution passed.

Appropriate 2012-100-750-5510

**08-06-20 Resolution to appropriate 2012-100-750-5510 Furniture and Equipment (Furniture) for $3,500**

Mike Jones made a motion to appropriate 2012-100-750-5510 Furniture and Equipment (Furniture) for $3,500. Mary Herron seconded.

Roll call: Mary Herron-yes, Todd Stanley-yes, Cristie Hammond-yes, Michelle Shirer-yes, Mike Jones-yes, Berneice Ritter-yes, Jennifer Hess-yes. Resolution passed.

For the good of the order

Adjournment

Cristie adjourned the meeting at 9:12 p.m.

Next Board Meeting:

Regular Board Meeting
September 21, 2020 @ 7:00 via a Zoom Virtual Meeting

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Cristie Hammond

President

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Mary Herron

Secretary