

**Julia Hull District Library
Board of Trustees Minutes
December 21, 2020**

Present: Jason Miller, Kelley Roganowicz, Jeff Mickey, Emily Beach, Karl Hall, Sara Grobe
Director, Joanna Kluever

Absent: Jackie Schumacher

The regular meeting was called to order by President Jason Miller at 6:36 p.m.

Public: None

Secretary's Report:

- a) **November 2020 Minutes:** Minutes from the month of November were read and discussed. A motion was made to approve the minutes (with one amendment) by Karl Hall, and seconded by Jeff Mickey. A vote was taken by Roll Call (Karl Hall: yes, Sara Grobe: yes, Jeff Mickey: yes, Jason Miller: yes, Kelley Roganowicz: yes), and passed unanimously.

Financial Report: The financial report for November was presented, accepted, and filed. The last bit of income from taxes was received during the month of November. The report was created by Jeff Mickey, Treasurer.

Director's Report:

- a. There was very little income during the month of November; however, online programming continues to grow. The storytime selections are popular with young children and adult craft times have recently incurred waitlists of up to 10 people. Forth-six people attended the Leslie Goddard presentation on Mid-Century Christmas in November.
- b. The mobile app (Capira) is now live, and library staff have received positive responses from patrons thus far.
- c. COVID-19 restrictions have returned, and the library is back to curbside services only. There have also been staff members that have tested positive, which causes others to need to quarantine, placing a shortage of staff in the library at times.
- d. The FY21 Per Capita Grant deadline has been extended to March, due to new requirements for the Board to complete.

Action Agenda:

- a) **FY2020 Annual Financial Report:** A Motion was made by Kelley Roganowicz and seconded by Jason Miller to accept the FY2020 Annual Financial Report. A vote was taken by Roll Call (Emily Beach: yes, Karl Hall: yes, Sara Grobe: yes, Jeff Mickey: yes, Jason Miller: yes, Kelley Roganowicz: yes), and passed unanimously.
- b) **Expenditures:** Motion was made by Jeff Mickey and seconded by Sara Grobe to pay the December 2020 expenditures. A vote was taken by Roll Call (Emily Beach: yes, Karl Hall: yes, Sara Grobe: yes, Jeff Mickey: yes, Jason Miller: yes, Kelley Roganowicz: yes), and passed unanimously.

- b) **IRS Payment Approval:** Motion was made by Jeff Mickey and seconded by Sara Grobe to pay the IRS for the month of January 2021 A vote was taken by Roll Call (Emily Beach: yes, Karl Hall: yes, Sara Grobe: yes, Jeff Mickey: yes, Jason Miller: yes, Kelley Roganowicz: yes), and passed unanimously.
- c) **Payroll Approval** Motion was made by Jeff Mickey and seconded by Karl Hall to pay the upcoming payroll expenditures (pay periods: December 25 & January 8). A vote was taken by Roll Call (Emily Beach: yes, Karl Hall: yes, Sara Grobe: yes, Jeff Mickey: yes, Jason Miller: yes, Kelley Roganowicz: yes), and passed unanimously.

Kelley Roganowicz moved the meeting be adjourned; Jeff Mickey seconded the motion. Meeting adjourned at 7:03pm.

The next meeting of the Board of Trustees will be held on Monday, January 18, 2020, 6:30 pm.