

**Julia Hull District Library
Board of Trustees Minutes
January 18, 2021**

Present: Jason Miller, Kelley Roganowicz, Jeff Mickey, Emily Beach, Karl Hall, Sara Grobe, Jackie Schumacher

Director, Joanna Kluever

Absent: None

The regular meeting was called to order by President Jason Miller at 6:32 p.m.

Public: None

Secretary's Report:

- a) **December 2020 Minutes:** Minutes from the month of December were read and discussed. A motion was made to approve the minutes 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, Jackie Schumacher: yes, Emily Beach: yes), and passed unanimously.
- b) **Six-Month Executive Session Review:** A motion was made by Kelley Roganowicz and seconded by Karl Hall to continue to keep the Executive Session minutes confidential. A vote was taken by Roll Call (Karl Hall: yes, Sara Grobe: yes, Jeff Mickey: yes, Jason Miller: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Emily Beach: yes), and passed unanimously.

Financial Report: The financial report for December was presented, accepted, and filed. There was very little income during the month of December, other than about \$12 in interest. The report was created by Jeff Mickey, treasurer.

Director's Report:

- a. Although there continued to be little income during the month of December, circulations continued to stay strong. Online programming was popular during the month of December, especially the Holiday Festival, even with its limitations, which had 49 to-go kits distributed.
- b. There has recently been talk of a COVID vaccination available to Library staff, but a timeline hasn't been established at this time.
- c. COVID-19 restrictions are slowly being rolled back, and the students are beginning full-time in-person school tomorrow, January 19, 2021. Joanna is reluctant to completely open the library until she sees what the library will look like on a "normal school day."
- d. There were new expectations for the board to complete in order to apply for the Per Capita Grant.

New Business:

- a) **Per Capita Grant Review** – The board was asked to review the new edition of Serving Our Public, and to determine whether or not the library is meeting the objectives that are in each chapter of

the book. The board discussed the book, chapter-by-chapter, and made recommendations for our application.

- b) **Appoint a new Secretary:** The board needed to appoint a new secretary to fill the opening left by Emily Beach, who desired to step down from the secretary position. A motion was made by Jeff Mickey and seconded by Karl Hall to appoint Kelley Roganowicz as Secretary of the Board of Trustees. A vote was taken by Roll Call (Karl Hall: yes, Sara Grobe: yes, Jeff Mickey: yes, Jason Miller: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Emily Beach: yes) and passed unanimously.

Action Agenda:

- a) **Expenditures:** Motion was made by Jeff Mickey and seconded by Karl Hall to pay the January 2021 expenditures. A vote was taken by Roll Call (Karl Hall: yes, Sara Grobe: yes, Jeff Mickey: yes, Jason Miller: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Emily Beach: yes), and passed unanimously.
- c) **IRS Payment Approval:** Motion was made by Jeff Mickey and seconded by Karl Hall to pay the IRS for the month of February 2021. A vote was taken by Roll Call (Karl Hall: yes, Sara Grobe: yes, Jeff Mickey: yes, Jason Miller: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Emily Beach: yes), and passed unanimously.
- d) **Payroll Approval:** Motion was made by Jeff Mickey and seconded by Karl Hall to pay the upcoming payroll expenditures (pay periods: January 22 & February 5). A vote was taken by Roll Call (Karl Hall: yes, Sara Grobe: yes, Jeff Mickey: yes, Jason Miller: yes, Kelley Roganowicz: yes, Jackie Schumacher: yes, Emily Beach: yes), and passed unanimously.

Sara Grobe moved the meeting be adjourned; Emily Beach seconded the motion. Meeting adjourned at 7:43pm.

The next meeting of the Board of Trustees will be held on Monday, February 15, 2021, 6:30 pm.

*All meetings held via Zoom will be recorded.