1. Opening of Meeting

A. Call to order

Mr. Kevin Botterbush, President, presided and called the meeting to order at 10:45 a.m.

B. Determination of a quorum

Members present:

Mr. Kevin Botterbush  
Dr. Melissa Batchelor  
Mrs. Karen McAtee  
Dr. Jill Lane  
Ms. Kim Shoemaker  

President  
Secretary  
Treasurer  
Trustee  
Trustee

Members Absent:

Mr. Peter Tassinari  
Mrs. Mary Lou DeGrand Watson  

Vice President  
Trustee  

Excused  
Excused

Other present:

Ms. Bernadette Duvernoy  
Ms. Sae Hardin  

Executive Director – THPLD  
CFO; Asst. Dir. - HR – THPLD

C. Recognition of visitors to the meeting

There were no visitors in attendance.

D. Approval of agenda and requested changes to consent items

1. A motion was made by Mrs. McAtee, seconded by Dr. Batchelor, to approve the agenda. There were no changes to the consent items.
A roll call vote was taken:

Batchelor  Yes
Botterbush  Yes
Lane        Yes
McAtee      Yes
Shoemaker   Yes
Tassinari   Absent
Watson      Absent

Motion carried.

2. **Open forum**

Mr. Botterbush acknowledged that no "Request to be Heard" forms had been submitted.

3. **Approval of Consent items**

A motion was made by Dr. Lane, seconded by Ms. Shoemaker, to approve the consent items as follows:

A. Minutes of the regular meeting conducted on February 27, 2020;
B. Minutes of the special meeting conducted on March 17, 2020;
C. Bill lists for the periods ending February 7 and February 21, payable on the same dates;
D. Bill lists for the periods ending March 6, 2020 and March 20, 2020, payable on the same dates;

A roll call vote was taken:

Batchelor  Yes
Botterbush  Yes
Lane        Yes
McAtee      Yes
Shoemaker   Yes
Tassinari   Absent
Watson      Absent

Motion carried.

4. **Committee Reports**

A. **Board Policy Development**
   No meeting; no report
B. **Building & Equipment**  
   No meeting; no report

C. **Finance & Insurance**  
   No meeting; no report

D. **Personnel**  
   No meeting; no report

5. **Health Insurance**  
   A. A motion was made by Mrs. McAtee, seconded by Dr. Batchelor, to approve the health and dental insurance proposal for FY 2021. Employees will continue to pay 8% of the premium cost.

   A roll call vote was taken:

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
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<tbody>
<tr>
<td>Batchelor</td>
<td>Yes</td>
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<tr>
<td>Bottebury</td>
<td>Yes</td>
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<tr>
<td>Lane</td>
<td>Yes</td>
</tr>
<tr>
<td>McAtee</td>
<td>Yes</td>
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<tr>
<td>Shoemaker</td>
<td>Yes</td>
</tr>
<tr>
<td>Tassinari</td>
<td>Absent</td>
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<tr>
<td>Watson</td>
<td>Absent</td>
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   Motion carried.

6. **Furniture Sale**  
   A. A motion was made by Ms. Shoemaker, seconded by Dr. Lane, to approve the sale of surplus furniture (bookcase/shelf unit).

   A roll call vote was taken:

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<thead>
<tr>
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<td>Absent</td>
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<td>Watson</td>
<td>Absent</td>
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</tbody>
</table>

   Motion carried.

7. **Director’s Report**

   In addition to her previously submitted written report, Ms. Duvernay discussed the following topics:
Extended closure through May 17; staff will return 3-4 days prior for cleaning, planning and organization;
Assistant Directors are meeting weekly;
Plexiglass barriers being installed at all circulation desks, various other locations throughout libraries;
Staff reading books on Facebook page;
Article on Riverbender highlights online/electronic services available to patrons;
Budget preparations beginning soon; received Tax Computation Report yesterday (EAV figures).

8. General Discussion

Ms. Duvernoy reported that online magazine and e-books circulation has increased during the closure (as expected).

9. Adjournment

There being no further business, the meeting was adjourned at 11:06 a.m.

Approved by THPLD board action on May 28, 2020.

Melissa Batchelor, Secretary