

**THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
NOVEMBER 19, 2020
MEETING HELD VIA ZOOM**

1. Opening of Meeting

A. Call to order

Mr. Kevin Botterbush, President, presided and called the meeting to order at 5:30 p.m.

B. Determination of a quorum

Members present:

Mr. Kevin Botterbush	President
Dr. Melissa Batchelor	Secretary
Dr. Jill Lane	Trustee
Ms. Kim Shoemaker	Trustee
Mrs. Mary Lou DeGrand Watson	Trustee

Members Absent:

Mr. Peter Tassinari	Vice President	Excused
Mrs. Karen McAtee	Treasurer	Excused

Others present:

Ms. Bernadette Duvernoy	Executive Director – THPLD
Ms. Sue Hardin	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 Dr. Batchelor, seconded by Dr. Lane, 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	Absent
Shoemaker	Yes
Tassinari	Absent
Watson	Yes

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 Mrs. Watson, seconded by Ms. Shoemaker, to approve the consent items as follows:

- A. Minutes of the regular meeting conducted on October 22, 2020;
- B. Bills lists for the periods ending October 2, 2020, October 16, 2020 and October 30, 2020 payable on the same dates;
- C. Financial Statements for the months ending July 31, 2020, August 31, 2020, September 30, 2020 and October 31, 2020.

A roll call vote was taken:

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

Motion carried.

4. **Committee Reports**

- A. **Board Policy Development**
No meeting; no report
- B. **Building and Equipment**
No meeting; no report
- C. **Finance & Insurance**
No meeting; no report

D. Personnel

No meeting; no report

5. Director's Report

In addition to her previously submitted written report, Ms. Duvernoy discussed the following topics:

- So far in the month of November, 33 libraries have reverted to "curbside service only" due to a rise in numbers of Coronavirus cases. Most were smaller libraries that had previously opened on a limited basis.
- We reinstated our "Dial-a-Story" program. Over 700 calls were recorded in the first three-hours of operation.
- Ms. Duvernoy read a letter from a patron thanking us for our response to Covid-19 and allowing services to continue throughout the pandemic;
- Last month over 1,500 visitors attended our online/virtual Storytime events.
- Ms. Duvernoy reminded trustees of their responsibility to review all chapters of "Serving our Public 4.0."
- Curbside service continues to go well; Ms. Duvernoy recommended the continuation of curbside service only through January 2021. BOARD MEMBERS CONCURRED.

6. General Discussion

We received a referral to a masonry expert who will evaluate the Hayner building's recurrent efflorescence.

7. Adjournment

There being no further business, the meeting was adjourned at 5:41 p.m.

Approved by THPLD board action on January 28, 2021.



Melissa Batchelor, Secretary