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. Sae 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:

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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;

A roll call vote was taken:

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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. Duvennoy 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 instituted our “Dial-a-Story” program. Over 700 calls were recorded in the first three-hours of operation.
- Ms. Duvennoy 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. Duvennoy reminded trustees of their responsibility to review all chapters of “Serving our Public 4.0.”
- Curbside service continues to go well; Ms. Duvennoy 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