

MINUTES OF THE DAVIESS COUNTY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MONTHLY MEETING

October 21, 2020

Members Present: Michelle Drake  
Rodney Ellis  
Susan Gesser  
Beena Vora

Others Present: Erin Waller, Director  
Debbie Young, Business Manager  
Charlie Castlen, Fiscal Court Liaison

The virtual WebEx meeting was called to order by President Michelle Drake at 5:05 p.m.

Michelle Drake called for the approval of the minutes of the September meeting. Hearing no comments or corrections, Rodney Ellis made a motion to approve the September minutes as presented. Beena Vora seconded and the motion carried unanimously.

Rodney Ellis presented the Treasurer's Report. He went over the September, 2020 financial report including the receipts and expenditures for the month. Hearing no comments or corrections, Beena Vora made a motion to approve the financial report and expenditures as presented. Michelle Drake seconded and the motion carried unanimously.

Mrs. Waller presented the Director's Report and discussed the following:

- The Library is operating close to normal – providing library services to the public and offering limited programming. The curbside service numbers have been low. The Library is still doing virtual programming and those numbers are included on the Statistical Report.
- The Election Ballot Box is now in the lobby. It has stayed busy and our door count numbers have increased.

Michelle Drake called for Old Business – Strategic Agenda. Mrs. Waller presented a summary of the Strategic Planning Surveys. The Public Survey was completed pre-COVID and the Staff Survey was post-COVID. Mrs. Waller discussed with the Board if it would be prudent to complete a five-year Strategic Plan with all the COVID issues and the possibility of focusing more on a short-term plan. The Board agreed that a Strategic Plan from one to two years would be better, given all the issues currently going on with COVID. Mrs. Waller said the next step is to identify the five key areas and form Library committees to determine the direction for the next two years. Mrs. Waller will provide additional information on that process.

Michelle Drake called for New Business – Board Member Nominations. Jim Kuhlman resigned from the Board last month and his board seat with the term ending September 21, 2021 is open. The Board discussed various people who could be interested in being on the Library Board. Mrs. Waller will contact the individuals to ensure they are interested and provide more information at the next Board Meeting.

Michelle Drake asked Debbie Young to poll the Board Members next month when emailing out the Board packets as to whether they would want to continue the virtual board meetings or go back to in-person board meetings.

Mrs. Drake called for Public Comment. Mr. Castlen commented that the Fiscal Court hired a new communications employee, Jordan Rowe and he could be available to assist the Library in any communication matters, such as Facebook, web page or videos. Mr. Castlen will have Mr. Rowe contact Mrs. Waller.

Having no further business to come before the Board, the meeting was adjourned at 5:40 p.m. The next meeting of the Daviess County Public Library Board of Trustees will be on Wednesday, November 18, 2020 at 5:00 p.m. It will be determined at a later date whether the meeting will be at the Library or a virtual meeting.

Michelle Drake  
by Dg