

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

December 16, 2020

Members Present: Michelle Drake
Rodney Ellis
Susan Gesser
Beena Vora

Members Absent: Harry Pedigo

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 5:01 p.m.

New Board Member Introduction – Harry Pedigo. Erin Waller reported that Harry Pedigo was appointed to the Library Board by the Daviess County Fiscal Court. He did his Board orientation at the Library, but had a medical emergency and is unable to attend the December board meeting. He will be at the January board meeting.

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

Rodney Ellis presented the Treasurer's Report. He went over the November, 2020 financial report including the receipts and expenditures for the month. Hearing no comments or corrections, Susan Gesser 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 has reduced the operating hours due to being in a Red Zone. The current hours are Monday through Saturday 9 am to 6 pm and closed on Sunday. These hours will remain in effect until January 4 and at that time the Library will go back to regular operating hours. The Library can have up to 50% of staff in the building rather than 33%.

Michelle Drake called for Old Business – Strategic Agenda. Mrs. Waller said that the staff had been surveyed about the key focus areas. There are five key areas to focus on for the two-year Strategic Plan. Of these focus areas, a couple of areas which will impact the Budget are the possibility of re-working the

parking lot and enclosing some of the window bays on the first and second floors to create quiet study rooms and also creating a small meeting room with the Tower Room. There would be no structural changes as the proposal would be to use glass enclosures on these areas. We have some basic pricing but would need to revisit those plans for any changes. Mrs. Waller indicated she would have more information on the Strategic Plan at the next Board Meeting.

There was no New Business.

Michelle Drake asked Debbie Young to poll the Board Members next month to determine 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 wished everyone a Merry Christmas and a Happy New Year and hoped the New Year would be better year for everyone.

Having no further business to come before the Board, the meeting was adjourned at 5:21 p.m. The next meeting of the Daviess County Public Library Board of Trustees will be on Wednesday, January 20, 2021 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