



**Board of Trustees – Regular Meeting
Hussey – Mayfield Memorial Public Library
Thursday, July 16, 2020**

6 PM Library Board Meeting via ZOOM

The regular meeting of the Board of Trustees was held on July 16, 2020, beginning at 6:01 p.m. All members of the Board were present. Sarah Moore, Executive Director; Mary Rueff, Asst. Director; Phyllis Robinson, Finance Manager; Brandon Weir, IT Specialist; Sarah Childs, Tech Services Department Head; Julie Bigler, Circulation Department Head; Joey Houston, TAS Department Head; Patricia VanArsdale, TAS Asst Department Head; Melissa Chrisman, PR Consultant; and Kimberly Olivares, Board Assistant were also present. Sandy Sifferlen, President, presided.

Secretary’s Report

Minutes of June 25, 2020 regular meeting

*Upon **motion duly made** by Jane Johnson, seconded by Ed Cambra, and being unanimously approved, the minutes of the regular meeting held on June 25, 2020 are approved.*

Treasurer’s Report

July Claims

*Upon **motion duly made** by Ed Cambra, seconded by Jane Johnson, and being unanimously approved, the Board of Trustees authorized and directed the payment of the outstanding claims to date for July 2020, as reviewed, approved, and audited by the Assistant Library Director, and approved for payment by the Treasurer.*

Staff Reports

There were no staff reports.

President’s Report

Sandy Sifferlen thanked Jane Johnson for her service on the Board and wished her luck with her new home outside of the libraries service territory. Jane is still in her position with ZCS and a strong supporter of our library.

Committee Reports

Expansion Committee

Upon ***motion duly made*** by Monty Korte, seconded by Jane Johnson, and being unanimously approved, the Board of Trustees approves an authorization for the expansion committee to finalize the proposal for a new branch in Worth Township and to submit the district expansion proposal to the Worth Township Trustee and Worth Township Advisory Board.

Director's Report

COVID-19 Measure Update

As the cases of COVID are again on the rise and with several large businesses, like Wal-Mart, Kroger, CVS, and Target now requiring masks, the Library is going to again require masks be worn by patrons inside of the building. We do have individually packaged masks available for patrons at the entrances.

We are also planning to keep the team structure in place through August and September to continue to keep our employees and patrons as safe as possible.

Other Business

There was no other business.

Next Meeting

The next regular meeting of the Board of Trustees will be Thursday, August 20, 2020.

Adjournment

Upon ***motion duly made*** by Ed Cambra, seconded by Christina Hage, and being unanimously adopted, it was resolved that there being no further business, the meeting be adjourned at 6:15 p.m.

Jane Johnson, Secretary

Attachments for Regular Meeting

Meeting Minutes: Regular Meeting on June 25, 2020
Financial Reports as of June 30, 2020
Statistics through June 30, 2020
Financial Reports as of July 15, 2020

July 2020 Library Board: Sandy Sifferlen, Monty Korte, Micah Vincent, Ed Cambra, Christina Hage, Molly Hanlon, and Jane Johnson