

LMFL -- Minutes of Board of Trustees Meeting – August 24, 2020 (by Zoom)

In attendance: Farrell, Hines, Steinhauer, Shultz, Schmidt, Lundquist, Carlson, Feuerstein, Sanborn (Hemmer joined late) and H. Barish, Director

Meeting was called to order at 6:00 pm.

Motion by Shultz, seconded by Steinhauer, to approve the minutes of the July meeting: all in favor.

Sanborn reviewed the financial report: on track to budget, only extraordinary expense in August was payment of tuition for Mr. Barish's masters program. Checking account balance = \$68,688.22; savings account balance = \$48,072.43. Motion by Shultz, seconded by Steinhauer, to approve the financial report: all in favor.

Old Business: Subscription to the Times Herald-Record was cancelled; Mr. Barish was asked to follow-up to ensure receipt of refund. Wall St Journal subscription is in place (NY Times would not deliver daily); Mr. Barish was asked to monitor usage.

Book sale is scheduled for Saturday September 5. Volunteers are needed to help with set-up and break-down. An ad will appear in Manor Ink. Mr. Barish was reminded to also use our mailing list and social media to actively promote the event, and to send announcement to local press/radio outlets.

Fund drive letter and envelopes have been received. Board members were asked to help stuff.

Director's Report: Patrons are returning – about 15/day – and have expressed appreciation for the re-opening.

Bryan has given notice; his last day is Saturday. We will need to replace especially if we ramp up our hours. Mr. Barish was instructed to ask Jessica if she would like more hours. Mr. Barish is to provide a job description to the Personnel Committee. Sean Nichols declined the student intern position as he has another job.

We discussed a desire to work with the school to see what programming/assistance the Library can offer. Lundquist provided a contact at the School to Mr. Barish to contact. Diana Fredenberg (retired teacher) will be contacted to see about her offering instruction for use of the Google Classroom. Other ideas were discussed including the possibility of providing remedial reading instruction. Steinhauer will provide contact info for a professional tutor to Mr. Barish.

Manor Ink: Steinhauer reported that we quickly ran out of papers last month so we are increasing the number we will print. Hines is organizing the annual Open

House/Awards Ceremony for Sunday September 6; Trustees are encouraged to attend.

Hines explained the Google sponsored grant program that she is applying for o/b/o Community Reporting Alliance (a Library funder of Manor Ink) to develop a “tool kit” to model Manor Ink for other libraries. The Library, as publisher, has to agree to certain terms. On her motion, seconded by Steinhauer, the following resolution was unanimously approved:

That LMFL as a collaborator with Community Reporting Alliance in support of the application for a grant from Google LLC under its Google Challenge Initiative to provide funds for the development of the Tool Kit “CommunityDesk” using Manor Ink as its primary model. LMFL agrees to provide all necessary agreements, releases, licenses, and approvals as may be required in relation to its role as a collaborator.

The regular portion of the Meeting was adjourned at 6:45 p.m. to go into Executive Session to discuss personnel matters.

The Executive Session ended at 7:20 with the following action: That the Personnel Committee is directed to meet as soon as possible and develop a plan of action to address leadership and staffing concerns.

On motion made by Shultz, seconded by Steinhauer, the regular Board Meeting was then concluded.