

DAUGHERTY PUBLIC LIBRARY BOARD MINUTES
Daugherty Public Library - September 7, 2021 - 7:00 pm

Board Members Present: LaCroix, Cleveland, Aguirre, Kuni, Kolbe

Board Members Absent: Dell, Branson

Librarian Present: Carol Brockmeyer

Community Attendees: none

The September 7, 2021 Daugherty Public Library Board meeting was called to order at 7:00 pm by president Kuni.

Because there was no quorum for an August 2021 board meeting no minutes were available for August. **The minutes** of the July 6, 2021 meeting were read. Motion to approve the July minutes was made by Aguirre, with a second by Cleveland. Motion passed. Minutes will be filed for audit.

Bills for August and September were presented for review and discussed. A motion was made by Aguirre, second by LaCroix to ratify the bills as paid. Motion passed. Bills will be filed for audit.

Librarian's Report: A policy manual was distributed for board members review. Board members are to read the manual and make comments at the October board meeting. Additional rules for the current Covid pandemic are to be added with a motion to do so made by Aguirre, second by LaCroix. Motion passed.

New Business: Anita Dell has indicated she will not be able to fulfill the duties of a board member. She will be asked to submit a resignation in writing to be presented to the board.

The finance committee indicated Anita's position as treasurer will also need to be filled as her name will need to be removed from bank and trust accounts. Suggestions were made about possible replacements to be appointed to fill her position. ID Cleveland will consider becoming library board treasurer as a bond transfer will need to be made.

A bid for the power washing of building and front concrete, along with shrub trimming, was submitted to **Building and Grounds** chairperson ID Cleveland. The bid was discussed with a consensus made to delay decision making until the October meeting. Discussion was held about the bidding process, the raising of the concrete in the front, and the general maintenance of the building to make it more attractive. ID Cleveland will do further research on the needs and costs of building and grounds maintenance.

A letter was read by **Community Outreach** asking the Library Friends for assistance with library operations as well as a request for financial support to help defray the cost of the recently installed heating and AC system. Suggestions were made for the revision of the letter which will be sent to the Library Friends president.

The October board meeting date will be changed as the librarian and will be on her annual vacation. Meeting will be October 14, 2021

No other new business.

Old Business: none

Adjournment: With no further business a motion was made by LaCroix, second by Cleveland, to adjourn the meeting. Motion passed. Meeting adjourned at 8:45 pm.

Submitted by Marlene Kolbe, Secretary

DAUGHERTY PUBLIC LIBRARY TRUST MEETING September 7, 2021

The September 7, 2021 Daugherty Library Trust Meeting was called to order at 8:46 by President Kim Kuni.

Because there was no quorum for a trust meeting in August 2021, the minutes from the July 2021 trust meeting were read. Motion made by LaCroix, second by Cleveland to accept the July minutes as read. Motion passed. Minutes will be filed for audit.

New Business: The resignation of Anita Dell will necessitate a new trust officer and treasurer which will be determined at the October board meeting.

Old Business: none

With no further business a motion was made by Aguirre, second by LaCroix to adjourn the meeting. Motion passed. Meeting adjourned at 8:50.

Submitted by Marlene Kolbe, Secretary