

# Laingsburg Public Library

## Board of Trustee Meeting Minutes

### Laingsburg Public Meeting

### Online Zoom, Open Meeting

Thursday, April 16, 2020

Present: Tanya Robinson Meeting called to order at 7:06pm  
Tresha Neff by President, Tresha Neff.  
Dani Appicelli  
Gail Geasler  
Jennifer Sergeant  
Sandra Chavez, Library Director

Absent: Henrietta Sparkes

- Approved January Minutes – Motioned by Dani, 2<sup>nd</sup> by Tanya
- Approved February Minutes – Motioned by Jennifer, 2<sup>nd</sup> by Tanya
- Approval of Expenditures - \$350.37 – Motioned by Tresha, 2<sup>nd</sup> by Jennifer
- Approval of Payroll (Feb 24 - Apr 7) - \$7,306.76 – Motioned by Jennifer, 2<sup>nd</sup> by Tresha
- Discuss paying salary – Roll call – all approved to pay salary until executive order is lifted
- Review Budget – will use amended 2019/2020 for 2020/2021 as well. Motioned by Jennifer, 2<sup>nd</sup> by Dani. Roll call – all approved.
  - Still waiting on deposits from Sciota \$4,500, Woodhull \$8,000 and Victor \$4,000
  - State aid will be between \$4,000-6,000. Once received, half will be sent to the co-op

#### Officer Reports:

##### Director:

- Deposit concern from last month was corrected.
- Still waiting on cards to be replaced, not open right now so will take care of once open again.

##### Other:

- Sandra has been working hard to make sure the library is being sanitized during the shut down. Sandra will post a notice of what she's been doing so patrons know they are safe when it's time to re-open.
  - Sanitizing all books as they are returned
  - Wiping down all surfaces
  - They were doing extra cleaning even before the shut down
  - Once re-opened, there will be Clorox wipes left by the computer so patrons can wipe down prior to using (for their comfort)
- Board is concerned about the building next door. If it were to catch fire, it would take out the library as well. Mary brought up to city council and Gail will follow up.

- Very poor condition
- Fire hazard
- Mice

Library Board of Trustees adjourn at 7:46 pm.