

MINUTES OF THE REGUALR BOARD MEETING OF THE ZION-BENTON PUBLIC LIBRARY DISTRICT

May 26, 2020

Board President B. Mull called the meeting to order at 6:31 PM.

ROLL CALL

Present: W. Driver, A. Onan*, J. Smith, R. Kauth, S. Latif, M. Martin & B. Mull
(Trustee A. Onan exited meeting at 8:35 PM)

Absent: None

Staff Present: M. Brumbaugh, S. Torrez, A. Moreno

Visitors Present: Scott Harrod, Jaqueline Holmes, Unidentified caller

AGENDA

The agenda was presented for approval. Adding CD discussion under New Business was proposed.

MOTION: W. Driver motioned to approve the agenda as amended.

SECOND: M. Martin

Roll Call:

Aye: R. Kauth, S. Latif, M. Martin, A. Onan, J. Smith, W. Driver, & B. Mull

Nay: -0-

Abstain: -0-

Motion carried.

COMMENTS BY VISITORS

Assistant Director M. Brumbaugh introduced new Adult Services Coordinator Athens Moreno to the Board. Private citizens S. Harrod, not a library member was interested in the workings of a public board meeting. Private citizen J. Holmes wanted to commend the Board and Library staff for a job well done during this pandemic.

MINUTES

The minutes of the April 11th Special Board Meeting were presented.

MOTION: R. Kauth moved to approve the Minutes of the April 11th Special Board Meeting as presented.

SECOND: M. Martin

Roll Call:

Aye: S. Latif, M. Martin, A. Onan, J. Smith, W. Driver, R. Kauth, & B. Mull

Nay: -0-

Abstain: -0-

Motion Carried.

The minutes of the April 11th Executive Session Meeting were presented.

MOTION: S. Latif moved to approve the Minutes of the April 11th Executive Session Meeting as presented.

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SECOND: A. Onan

Roll Call:

Aye: M. Martin, A. Onan, J. Smith, R. Kauth, S. Latif, & B. Mull

Nay: -0-

Abstain: W. Driver

Motion Carried.

The minutes of the April 15th Special Board Meeting were presented.

MOTION: R. Kauth moved to approve the Minutes of the April 15th Special Board Meeting as presented.

SECOND: M. Martin

Roll Call:

Aye: A. Onan, J. Smith, W. Driver, R. Kauth, S. Latif, M. Martin, & B. Mull

Nay: -0-

Abstain: -0-

Motion Carried.

The minutes of the April 15th Executive Session Meeting were presented.

MOTION: J. Smith moved to approve the Minutes of the April 15th Special Board Meeting as presented.

SECOND: R. Kauth

Roll Call:

Aye: J. Smith, R. Kauth, S. Latif, M. Martin, A. Onan, & B. Mull

Nay: -0-

Abstain: W. Driver

Motion Carried.

The minutes of the May 12th Special Executive Session Meeting were presented.

MOTION: R. Kauth moved to approve the Minutes of the May 12th Special Executive Session Meeting as amended.

SECOND: A. Onan

Roll Call:

Aye: R. Kauth, S. Latif, M. Martin, A. Onan, J. Smith, & B. Mull

Nay: -0-

Abstain: W. Driver

Motion Carried.

The minutes of the May 13th Special Executive Session Meeting were presented.

MOTION: R. Kauth moved to approve the Minutes of the May 13th Special Executive Session Meeting as amended.

SECOND: M. Martin

Roll Call:

Aye: R. Kauth, S. Latif, M. Martin, A. Onan, J. Smith, W. Driver & B. Mull

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Nay: -0-
Abstain: -0-
Motion Carried.

The minutes of the May 14th Special Executive Session Meeting were presented.

MOTION: S. Latif moved to approve the Minutes of the May 14th Special Executive Session Meeting as amended.

SECOND: J. Smith

Roll Call:

Aye: S. Latif, M. Martin, A. Onan, J. Smith, W. Driver, R. Kauth & B. Mull

Nay: -0-

Abstain: -0-

Motion Carried.

The minutes of the April 28th Regular Meeting were presented.

MOTION: J. Smith moved to approve the Minutes of the April 28th Regular Meeting as presented.

SECOND: A. Onan

Roll Call:

Aye: M. Martin, A. Onan, J. Smith, W. Driver, R. Kauth, S. Latif, & B. Mull

Nay: -0-

Abstain: -0-

Motion Carried.

TREASURERS REPORT

The April 2020 Treasurer's Report was discussed.

BILLS

The bills for April 2020 were discussed.

MOTION: W. Driver moved to approve the bills as presented.

SECOND: R. Kauth

Roll Call:

Aye: A. Onan, J. Smith, W. Driver, R. Kauth, S. Latif, M. Martin, & B. Mull

Nay: -0-

Abstain: -0-

Motion Carried.

LIBRARY DIRECTORS REPORT

Statistical: Certain statistics continue to be low due to the library COVID-19 closing. Board members noted that if they want meeting attendance to be included, they must submit a written report to Assistant Director by the 10th of the month. Also noted was that Trustees Driver, Kauth, Latif and Smith attended a RAILS COVID webinar.

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Digital stats continue to improve due to their availability during the COVID-19 closure.

Narrative: The Board would like to commend the staff for all their efforts during this pandemic. They applaud the way staff continued to engage with the public.

Tentative Fiscal Year Board Calendar: The Tentative Fiscal Year Board Calendar was discussed.

UNFINISHED BUSINESS

2020/2021 Fiscal Year Budget

After much discussion, the Board moved to approve the budget as presented, with a 2.8% salary increase for all staff.

MOTION: W. Driver motioned to approve the budget as presented with a 2.8% salary increase for all staff.

SECOND: M. Martin

Roll Call:

Aye: J. Smith, W. Driver, R. Kauth, S. Latif, M. Martin, A. Onan, & B. Mull

Nay: -0-

Abstain: -0-

Motion Carried.

2020/2021 Salary Schedule

MOTION: M. Martin moved to approve the 2020/2021 Salary Schedule as presented.

SECOND: R. Kauth

Roll Call:

Aye: W. Driver, R. Kauth, S. Latif, M. Martin, A. Onan, J. Smith, & B. Mull.

Nay: -0-

Abstain: -0-

Motion Carried.

NEW BUSINESS

Adopt Financial Ordinance Calendar

MOTION: J. Smith moved to adopt the financial ordinance calendar as presented.

SECOND: R. Kauth

ROLL CALL:

Aye: R. Kauth, S. Latif, M. Martin, A. Onan, J. Smith, W. Driver, & B. Mull

Nay: -0-

Abstain: -0-

Motion Carried.

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COVID Discussion

The actions of the library staff and management were discussed.

Overview of Curbside Service

The proposed Curbside procedure was discussed.

Review Quarterly Investment Report and CD transfer.

The Quarterly Investment Report and CD transfer were discussed.

EXECUTIVE SESSION

The Board did not enter into Executive Session.

ADJOURNMENT

Board President B. Mull adjourned the Board Meeting at 8:45 PM.

APPROVED:

SIGNED:

ATTESTED:

RECORDING SECRETARY: S. TORREZ