

Thornton Public Library

Board Meeting

April 28, 2020

Call to Order- President L. Jamrock called to order at 2:26pm

Roll Call- P. Rupcich, A. House, J. Diekelman, K. Ehlers, L. Jamrock and L. Kammert present
Absent M. Ferris

No public comments

Approval of Minutes- Motion to accept the minutes of March 23, 2020 and March 31, 2020 by J. Diekelman seconded by L. Jamrock.

Correspondence- none

Treasurer's Report- Amazon reimbursed glass blocks \$184.00. Steri Clean service ~~reimbursed \$2,650.00~~ for cleaning service. All pleased with the outcome.

Charged → We will keep our current cleaning service, for our weekly cleaning.

Current accounting fee is larger than usual.

Send email to SWAN regarding payment for services while the library has been closed due to the Covid-19 virus. First quarter tax return, Director to find papers for the treasurer to sign.

Contingency to be cleared from the audit, before May 1, 2020. (2 audits ago insurance premium not paid on the books, this created the contingency related to FDIC insurance.

Motion by J. Diekelman approved to pay the bills, seconded by A. House. Voice vote all yes

Reports by committee- No reports library closed during Covid-19

Library Director Report- Review of procedures for cleaning by library staff as the library reopens. Workers will go to the fire department to have temperatures taken before starting work. Staff will be given an M-95 mask to wear during their work schedule. Staff will follow the guidelines of safety for Covid-19. Staff will use masks and gloves during work at the library.

Extend book drop deadline until June 1, 2020.

We will start curb side service as appropriate and according to the orders of our governor regarding reopening the state.

Motion by J. Diekelman to purchase a computer to replace the computer in the children's section of the library. Seconded by K. Ehlers roll call vote all yes

Cleaning procedures need to be read and signed by all workers at the library.

Curbside service could be implemented until May 15, 2020, or further as necessary by government regulations. Patrons may order a book, with relevant information. No computer services or programs will be implemented until the library is completely opened.

Library times for curbside service will be determined as needed.

Motion to purchase Infrared Thermometer for the library J. Diekelman seconded by L. Jamrock cost not to exceed \$80.00. Voice vote all yes

New business- Employees are currently using unemployment benefits until the library reopens. Director will continue to monitor the schedule based on the reopening of the library as per the governor's orders.

New Item- Consider replacing the current secretary due to being unavailable for meetings. J. Diekelman motion to replace the current secretary. Seconded by K. Ehlers Voice vote All yes Motion by L. Jamrock seconded by P. Rupcich, to appoint L. Kammer to the open position of secretary. All yes voice vote.

Executive 4:45 p.m.

Next meeting May 19, 2020 at 7:00pm

*time.
Adjourned 5:15 p.m.*

L. Kammer