

Mexico-Audrain County Library District
Minutes for Board of Trustee’s Monthly Meeting
August 19, 2020

Call to Order:

The meeting was called to order by Vice-President Sims at 10:30 a.m. Board members present included Jessica Johnson Ekern, Bob Fenlon, Connie Hesse, Steve Sims, and Glenda Williams. Also present: Library Director, Christal Bruner and Office Manager, Monica Taylor.

Approval of bills and minutes:

Approval of June and July bills with a motion by Williams, second by Hesse; motion passed 5-0 by roll call vote. Yes votes from Ekern, Fenlon, Hesse, Sims, and Williams.

Approval of June minutes with a motion by Fenlon, second by Ekern; motion passed 5-0 by roll call vote. Yes votes from Ekern, Fenlon, Hesse, Sims, and Williams.

Monthly Reports:

Director’s Report – sent in packet

Statistical Report – sent in packet

Committee reports:

Finance/Endowment/Investment Fund Committee

Fenlon, Robnett, Sims

The 2019 audit report was distributed.

Property/Equipment/Building Committee

Childs, Fenlon, Sims

Mexico’s first floor air conditioning hasn’t been working since June. Bids were presented from 3 HVAC companies. Motion by Ekern to accept the bid from Mommen’s Heating & Cooling in Mexico, second by Fenlon. Motion passed 5-0 by roll call vote. Yes votes from Ekern, Fenlon, Hesse, Sims, and Williams.

The Mommen’s bid amount is \$55,000 and will be a major job involving 2 new central air units and air handlers, cutting a hole in the 2nd floor ceiling, and removing and replacing air handlers in the attic. This should be a long-term solution to some of the ongoing air conditioning issues at Mexico.

Personnel Committee

Hesse, Mossman, Williams

Unfinished business:

Director Bruner stated that the Mexico Library will have room to store materials from the Mexico Ledger, after having a surplus sale to dispose of obsolete and broken items. She presented a list of items to be declared surplus. Fenlon made a motion to declare the items as surplus, and to table the discussion of the Mexico Ledger custodial agreement until next month, as the Ledger may have been sold and that could affect the custodial agreement. Williams seconded the motion; motion passed 5-0 by roll call vote. Yes votes from Ekern, Fenlon, Hesse, Sims, and Williams.

Director Bruner stated that Vernelle Hull’s daughter has approved the wording for the bronze plaque to be made for the Farber Library. We will proceed with ordering the plaque.

New business:

A proposed update to the sick leave policy to match FMLA guidelines was discussed. Updated wording will be, "Sick leave is allowed for employees and their immediate family members. Immediate family members are defined as Spouse, Parent or Child (under the age of 18, unless incapable of self-care because of a disability). Definitions of immediate family members are taken from the Department of Labor – Family and Medical Leave Act. <https://www.dol.gov/whd/regs/compliance/whdfs28.htm>" Motion by Ekern to approve the updated wording, second by Williams. Motion passed 5-0 by roll call vote. Yes votes from Ekern, Fenlon, Hesse, Sims, and Williams.

Next year's slate of officers were selected. The officers will be: Aggie Deimeke, President; Steve Sims, Vice-President; Bob Fenlon, Treasurer; Connie Hesse, Secretary. Hesse made a motion to accept the slate of officers, Fenlon seconded; motion passed 5-0 by roll call vote. Yes votes from Ekern, Fenlon, Hesse, Sims, and Williams.

Committee members for the coming year, as appointed by Vice-President Sims, will be:
Finance – Ekern, Fenlon, Sims and Robnett
Property and Equipment - Childs, Fenlon and Sims
Personnel - Hesse, Mossman and Williams

Patron concerns: None.

Staff concerns: None.

Executive Session: None.

Other: None.

Adjournment: The meeting was adjourned at 11:20 a.m. with a motion by Hesse; second by Ekern. Motion passed 5-0 by roll call vote. Yes votes from Ekern, Fenlon, Hesse, Sims, and Williams.

Next meeting: The next regular meeting is scheduled for 10:30 a.m. Wednesday, September 16th at the Martinsburg Library/Community Room.