

Marion County Library Sub-District #1  
Board of Trustees  
Minutes  
December 15, 2020

The meeting of the Marion County Library Sub-District #1 board of trustees was called to order at 5:00pm by President Ellen Stuhlman.

**Roll Call:** Board Members Ellen Stuhlman, Jerry Trower, Pam Behring, Andrea Barnes, Leeanna Delaney; Director Elizabeth Bradley was in attendance along with library employees Leslie and Kris.

**Meeting agenda:** Approved

**Meeting minutes:** Approved for November

**Public Comments:** None

**Treasurer Report:** Approved for November. Trower is working with Director Bradley to establish the 2021 Budget.

**Director's Reports:**

- Reviewing options for the copier contract for 2021. Seeking bids.
- Snow days and scheduling was discussed. The board approved delay opens per Director discretion.
- Requested to purchase a timeclock – board approved
- Meetings for 2021 – to better meet the schedule of Director Bradley, the board voted to move the monthly board meetings to the 3<sup>rd</sup> Wednesday of each month at 5pm.
- In order to establish consistency Elizabeth proposed the following hours to continue going forward:
  - Monday, Wednesday, Friday 9am-5pm
  - Tuesday, Thursday 9am-6pm
  - Saturday 9am-1pm

**Unfinished Business:**

- Curbside pickup – continue offering service and reassess opening to public as the vaccine is distributed, businesses begin to reopen and positive cases lower.

**New Business:**

- Personnel Policies and Handbook - Director Bradley will partner with Leeanna Delaney – secretary – to develop updated personnel policies and handbook.
- Upstairs ceiling/roof. Trower asked that board members get him names of possible contractors and he will contact them.

**Board Member Comments:**

- None

With no further business, the meeting adjourned.

Leeanna Delaney, Secretary