

The Paul Sawyer Public Library Board of Trustees Regular Meeting of

July 13, 2021 Minutes

5:30 p.m.

Hybrid Meeting In-person at 319 Wapping Street and Virtual, held via video conference

Call to Order/Record Attendance

Cheryl Sandefur (president/chair) called the meeting to order at 5:31 p.m.

Attendees: Maria Bartholomew, Patty Crittenden, Mary Lynn Collins, Robert Kellerman, Jean Ruark (director), Cheryl Sandefur, Manoj Shanker

Not present: Carolyn Lynch, Bernie Mazaheri, (Connie Crowe was unable to attend most of the meeting due to technical difficulties.)

Approval of Agenda

M. Shanker, 2nd M. Bartholomew

Approval of minutes of previous meeting

M. Bartholomew, 2nd M. Collins

Motion passed unanimously

Treasurer's Report

Presented by M. Shanker

M. Collins- motion to accept and approve, 2nd M. Bartholomew

Motion passed unanimously

Director's Report

J. Ruark presented, including the following highlights;

- Circulation is increasing as more patrons return to the building.
- People are using the library differently, due to the lessons from COVID-19. There is much more electronic/slash internet use. Although hard to quantify, this activity is expected to continue.
- YouTube use continues to increase.
- Some maintenance issues continue as a result of supply chain shortages due to COVID-19.
- Rob McCoy will speak to the Board in August to update us on E-Rate and electronic security issues.
- Two notes of thanks given to the Library for the service it continues to provide.

Committee Reports

Policy/Personnel- C. Sandefur (chair), M. Collins, B. Kellerman, B, Mazaheri

Committee is working toward completing the director’s yearly performance review.

Technology- M. Bartholomew (chair), C. Crowe, C. Lynch – plans to meet prior to the next Board meeting.

Other committees did not meet.

New Business

Alison Cuentas has resigned from the **Library Board**

Position open on the Advisory Board.

The Policy and Personnel Committee met, reviewed three strong applicants, and asked Mark Overstreet to join Advisory Board. He as accepted.

C. Sandefur made a motion to approve M. Overstreet joining the Advisory Board, 2nd by M. Collins’ Motion passed unanimously.

J. Ruark made motion to update Open Records Request Policy and any updated forms, 2nd M. Collins. Motion passed unanimously.

Old Business – none discussed

Adjournment -

C. Sandefur motioned to adjourn at 6:06 p.m., 2nd by M. Collins

Reminder:

Next meeting – August 10, 2021 5:30 p.m.

Respectfully submitted by

Maria Bartholomew, Vice President _____ Date _____

Board President _____ Date _____