

Elk Rapids District Library Board of Trustees  
Board Meeting Minutes-Special Meeting  
11 May 2020

1. **Call to Order:** The virtual Zoom meeting was called to order at 2:40 PM by President Barb Johnson  
Members present: Diane Geddes, Barbara Johnson, Julia Pollister-Amos, Karen Simpson, Jane Stauffer, Chris Weitschat, Dick Hults, Chuck Schuler. Director Nannette Miller.  
Members absent: N/A

Also present: Library staff members Char Gretel and Marianne Priest as well as 3 community members.

2. **Approval of Agenda:** M/S Hults/Johnson to accept agenda.  
Roll call vote: Johnson – yes, Pollister-Amos – yes, Hults -yes, Simpson-yes, Geddes-yes, Stauffer-yes, Schuler-yes, Weitschat-yes. The motion carried.
3. **Approval of Corrected 12 March Meeting Minutes:**  
M/S Hults/Geddes to accept minutes - Motion carried  
Roll call vote: Johnson – yes, Pollister-Amos – yes, Hults -yes, Simpson-yes, Geddes-yes, Stauffer-yes, Schuler-yes, Weitschat-yes. The motion carried.
4. **March Treasurer's Report and Approval of Bills:**  
M/S Stauffer/Simpson to approve checks numbered 28168 through 28197 written in March against the General Fund. One debit for a total of 23 automatic payroll deductions was made in March from the General Fund.  
Roll call vote: Johnson – yes, Pollister-Amos – yes, Hults -yes, Simpson-yes, Geddes-yes, Stauffer-yes, Schuler-yes, Weitschat-yes. The motion carried.

**April Treasurer's Report and Approval of Bills:**

M/S Hults/Stauffer to approve checks numbered 28197 through 28217 written in April against the General Fund. One electronic funds transfer to the IRS and two debits for a total of 22 automatic payroll deductions were made in April from the General Fund.

Roll call vote: Johnson – yes, Pollister-Amos – yes, Hults -yes, Simpson-yes, Geddes-yes, Stauffer-yes, Schuler-yes, Weitschat-yes. The motion carried.

5. **New Business**
  - a. **Pandemic Response Plan:** Much will depend on state guidelines. Temporary library cards and library card renewals will be available to patrons online. As permitted, curbside pickup and online reservations will be available. Returned materials will be sanitized. Donated books are not currently being accepted. Director Miller requests board approval for her

to set hours until the library is able to return to regular level one hours and she will let the board know the hours and possible changes.

M/S Pollister-Amos/Simpson for Nannette Miller to set all hours of operation. The motion carried.

- b. Budget Adjustments:** The Director explained proposed changes in budget were made in order to subscribe to a digital periodical service, for \$1500.00, and an online television/movie streaming service, for \$1000.00, and the funds would be transferred from the Programs budget.

Roll call vote: Johnson – yes, Pollister-Amos – yes, Hults -yes, Simpson-yes, Geddes-yes, Stauffer-yes, Schuler-yes, Weitschat-yes. The motion carried.

6. **Public Comment:** N/A

7. **Board Comment:**

Trustee Pollister-Amos wants to be sure we recognize the library staff members later this year. Trustee Stauffer mentioned placing an ad thanking the library staff members now, Trustee Simpson will handle placing the ad.

8. **Adjournment:** President Johnson adjourned the meeting at 3:15 PM

**Respectfully Submitted**

Chris Weitschat