

## **Phoenicia Library Board of Trustees**

### **Minutes from Library Annual Board Meeting on August 20, 2020 (5:30 p.m.) (via Zoom)**

Minutes prepared by Holly George-Warren

**Present:** Holly George-Warren; Bernie Handzel; Bethia Waterman; Karin Connelly; Becca Frank; Jen M; Director Liz Potter.

**Agenda:** Bernie made a motion to approve agenda with an addition of a short executive session, Karin 2<sup>nd</sup>ed; all in favor.

**Minutes:** Bernie made a motion to approve the July 2020 board meeting minutes; Becca 2<sup>nd</sup>ed; all in favor.

Executive Session: Bernie made a motion to open; Becca made a motion to close the session & Bethia 2<sup>nd</sup> it; all in favor. No vote needed on personnel matter.

#### **Director's Report:**

Our annual report will be online this year: 2019 was a good year: Liz reviewed stats in the report.

4 ½ months into pandemic, staff has offered twice as many programs (virtually) as same time period in 2019.

879 known individuals participated; down from our in-person participants from 2019. But since programs go viral, more than 11K people have been reached.

Curbside hours have expanded. Circulation for July is 27% of normal.

Have added printing services but not same day turnaround.

Library will partner with Golden Notebook and OCS D school system for anti-racism book club.

#### **Treasurer's Report:**

We were emailed bank balances and budget sheet.

Jen is processing and mailing checks for payments.

Bernie discussed a CD coming due in late Aug.

#### **Committee Reports:**

None.

#### **New Business:**

We discussed individually watching the required sexual harassment video in the coming months.

Bethia made a motion to adjourn; Bernie 2<sup>nd</sup>ed it; all in favor.

**Next Board meeting is Thursday, Sept. 17, 2020 @ 6:30pm (via Zoom if not in person)**

**Meeting adjourned at 7:25 pm.**