

**Brighton Memorial Library District
Board of Trustees
Minutes from March 11, 2021**

Roll Call & Pledge: The monthly meeting was called to order at 6:36 p.m. by President Carolyn Kelly, at the Brighton Memorial Library District. Board members present were, Meridel Buscher, Linda Cox, Chris Dunlap, Jacinda Dunlap, Elizabeth Harper and Sheila Wilkie. Library Director Holly Hasquin was also present. Meridel Buscher was absent.

Approval of Minutes: A motion to approve the January 14, 2021 meeting minutes was made by Elizabeth Harper and seconded by Sheila Wilkie. Roll Call: Buscher: absent; Cox: yes; C. Dunlap: yes, J. Dunlap: yes; Harper: yes; Kelly: yes; Wilkie: yes.

Treasurer's Report:

- Jan through February Pay pal is \$500 due to new memberships.
- Received \$990.97 in income.
- PPE Grant was reimbursed.
- Dreamhost payment and IHLS dues paid. Payment is once a year.
- A motion to approve the Financial report for February 2021 was made by Chris Dunlap and seconded by Jacinda Dunlap. Roll Call: Buscher: absent; Cox: yes; C. Dunlap: yes, J. Dunlap: yes; Harper: yes; Kelly: yes; Wilkie: yes.
- A motion to approve the monthly expense report for February 2021 in the amount \$4868.84 was made by Linda Cox and seconded by Elizabeth Harper. Roll Call: Buscher: absent; Cox: yes; C. Dunlap: yes, J. Dunlap: yes; Harper: yes; Kelly: yes; Wilkie: yes.

Librarians Report:

- Attendance was up by 1 person.
- Computer usage and items went out increased as well as patrons coming into library.
- Renewed patrons; 25 people. 2 new patron cards.
- Book sales \$16.00. Donations were \$18.20.
- Holly has begun taking classes to learn how to Catalog. March 3- end of May. One class per month, online.
- "Bring it Back week", attempting to get books back to the library that have not been returned. No fines on the items. Just bring it back. Physical item, no fees. Article in the Southwestern Journal on front page
- Peeps contest again. Friday March 26. March 29-Apr 2 voting. Winners announced April 4.
- Thank you to Elizabeth and Abigail for fixing the sign and adding the hours to the door.
- Awning was ordered.
- A motion to approve the librarians report was made by Chris Dunlap and seconded by Linda Cox. Roll Call: Buscher: absent; Cox: yes; C. Dunlap: yes, J. Dunlap: yes; Harper: yes; Kelly: yes; Wilkie: yes.

Correspondence: None

Old Business:

Strategic Planning – Cosmetic/Building Plan. Awning has been ordered.

Signage: The hourly sign and library window looks great! Elizabeth and Abigail took it down, sanded and repainted the sign. It will be used to post events, and now has a quote. They also painted the hours in the library window.

Parking Lot- No updates at this time.

Re-opening COVID – Keep hours as they are currently. Holly would consider staying open late if someone were using the library, or if she finds it necessary.

Per Capita Requirements – Chapters 7-13- Reviewed.

Chapter 6 water main shutoff/Maintenance – library needs a main water shut off inside building or accessible to the library director and employees.

Library Inventory- Holly asks how we inventory the library building. It was suggested she photograph items.

New Business:

Cards for Kids- different than a regular card. Up to how the library wants to present it. Identified differently.

Board will review law. Will further discuss possibilities at next meeting.

Date/Time of next meeting: April 8, 2021 at 6:30 p.m.

Adjournment: Motion made by Meridel Buscher to adjourn at 8:25 p.m.

Respectfully submitted by: Jacinda Dunlap, Secretary