

**Brighton Memorial Library District  
Board of Trustees  
Minutes from September 10, 2020**

**Roll Call & Pledge:** The monthly meeting was called to order at 6:34 p.m. by President Carolyn Kelly, at the Brighton Memorial Library District. Board members present were Meridel Buscher, Linda Cox, Elizabeth Harper, Chris Dunlap, Jacinda Dunlap, and Sheila Wilkie. Library Director Holly Hasquin was also present.

**Approval of Minutes:**

- A motion to approve the August 13, 2020 meeting minutes was made by Meridel Buscher and seconded by Elizabeth Harper. Roll Call: Buscher: yes; Cox: yes; C. Dunlap: yes, J. Dunlap: yes; Harper: yes; Kelly: yes; Wilkie: yes.

**Treasurer's Report:**

- Jersey County levy tax and per capita grant was received.
- September Macoupin county levy tax was received.
- CNB needed activity; rep at bank said a form was all that was needed. Sheila received form.
- Altonized accounts purchase dates August 10, February 10- Interest received went down.
- Wage expense has decreased as planned.
- IHLS paid for OCLSC, 3m Cloud Library and Share
- A motion to approve the Financial report for August 2020 was made by Chris Dunlap and seconded by Elizabeth Harper. Roll Call: Buscher: yes; Cox: yes; C. Dunlap: yes, J. Dunlap: yes; Harper: yes; Kelly: yes; Wilkie: yes
- A motion to approve the monthly expense report for August 2020 in the amount of \$6805.16 was made by Jacinda Dunlap and seconded by Elizabeth Harper. Roll Call: Roll Call: Buscher: yes; Cox: yes; C. Dunlap: yes, J. Dunlap: yes; Harper: yes; Kelly: yes; Wilkie: yes

**Librarians Report:**

- 9 renewals, 7 new cards.
- Attendance has increased, slow and steady with the current hours.
- No phone calls outside of the hours of operation.
- Computer usage is steady.
- New protocol: 7 days for the totes to sit and wait to be rented out.
- Holly working on three grants.
- A motion to approve the librarians report was made by Elizabeth Harper and seconded by Meridel Buscher. Roll Call: Buscher: yes; Cox: yes; C. Dunlap: yes, J. Dunlap: yes; Harper: yes; Kelly: yes; Wilkie: yes

**Correspondence:** None

**Old Business:**

- Strategic Planning – no discussion
- Parking Lot – no discussion
- Re-opening COVID – continue current plan

**Date/Time of next meeting:** October 8, 2020 at 6:30 p.m.

**Adjournment:** Motion made by Meridel Buscher to adjourn at 7:20 p.m.

**Respectfully submitted by:** Jacinda Dunlap, Secretary