

**Sturm Memorial Library
Board of Trustees Meeting
December 14, 2021**

The meeting was called to order at 5:30pm by President Alice Brown.

Roll Call- members present: Alice Brown, Jeremy Bennett, Dr. Melanie Oppor, John Mann, Coleen Phelan, and Library Director Ellen Connor. Karen Hoffmann joined online. Blair Olsen arrived at 5:45pm .

No Visitors

Approval of Agenda- Motion by Dr. Oppor/ Bennett to approve the agenda. Motion carried.

Approval of November 2021 minutes- Motion by Hoffmann/ Mann to approve the November minutes. Motion carried.

Audience to Visitors- No visitors

Monthly Budget Report- Reviewed.

Director's Report- Reviewed.

Committee Reports-

1. Report of Building Committee
 - a. Maintenance/ custodian position has been filled, welcome to Laura Berg.
 - b. The Deb Hoffmann Memorial Garden plan was discussed.
 - c. Motion by Hoffmann/ Dr. Oppor to purchase floor mats not to exceed \$1,100 at Director Connors discretion. Motion carried
2. Finance & Personnel
 - a. Reviewed First State Bank CD investment
 - b. Reviewed South Central library System Foundation's report.
 - c. Reviewed Director's evaluation. It was noted that she works exceedingly well with staff, community, and the board. We are lucky to have her ongoing leadership.
3. Policy Committee

- a. Reviewed the updated Pandemic/ Epidemic Policy.
- b. Distributed the amended Board By-Laws

Communications- Donation of \$200 for Miracle on Bridgestreet from Smartmove Realty.

Unfinished Business-

1. Computer purchases will be made under the 2021 budget but not arriving until 2022 due to delays in shipping. Dual computers were not feasible within the space. (Corrected at January 2022 meeting to: Computer purchases will be made under the 2021 budget but will not be arriving until 2022. Two computers, a stand and a monitor were purchased. The Director's office will have dual monitors.)

New Business-

1. Grant monies will be spent using a list they will be providing when finished.
2. Board Per Diems were filled out.

Approval of Bills- Motion made by Dr. Oppor/ Bennett to approve the General Bills of \$6,925.43 and the Donations Account Expenditures of \$719.28. Motion carried.

Next Meeting- January 11, 2022 @ 5:30PM

Adjournment- Motion by Bennett/ Olsen to adjourn at 7:39 pm. (Corrected at January 2022 meeting to 6:39pm) Motion carried

Respectfully submitted:
Coleen Phelan, secretary

