

# **Humboldt Public Library Board of Trustees**

## **Meeting Minutes**

**Tuesday, July 14, 2020 at 4:30pm**

**(Meeting was held Electronic Service and streamed live on the Humboldt Public Library Facebook page)**

**Present at Meeting: John Blankenship, Tony Carter, Elna Blankenship, Linda Hawks, Brittney Keller, & Mary Carpenter.**

**A quorum was determined with 4 of 7 board members present.**

**Meeting was called to order by Chairperson Linda Hawks.**

**A motion was made by John Blankenship and a second was heard by Tony Carter to approve previous Minutes from January 14<sup>th</sup> & May 12<sup>th</sup> meetings. All voted in favor of approval.**

**Old Business was discussed. Brittney Keller informed the board that the glass door in the Children's Library had been repaired. Also, Brittney informed the board of the painting done in the lobby, children's library and the conference room.**

**New Business was discussed. Brittney Keller provided the board with updates related to the COVID-19 closure. She said the staff has continued to offer telephone assistance to patrons. Also, Sarah has held several virtual kids programs. No curbside service is currently being offered.**

**Linda Hawks and Tony Carter were appointed to another 3 year term at the Humboldt City Board meeting on June 29, 2020.**

**An election was held to elect board officers:**

**John Blankenship for Chairman. Nominated by Elna Blankenship and seconded by Tony Carter. All voted to approve.**

**Elna Blankenship for Secretary. Nominated by John Blankenship and seconded by Tony Carter. All voted to approve.**

**Linda Hawks for Treasurer. Nominated by Tony Carter and seconded by John Blankenship. All voted to approve.**

Reopening Discussion was held. It was mentioned several area libraries are open. It was determined not to make any changes until Brittney returns from COVID related time off.

A Financial Report was given by Brittney Keller. She mentioned a flower arrangement was purchased for the funeral of Alderlady Donna Johnson.

A Director's Report was given. Brittney informed the board that the staff have added several books to the collection. The staff also continues to disinfect the building. Painting has continued during the closure. Sarah Peden has held several virtual summer reading programs.

A Foundation Report was given by Elna Blankenship. She mentioned a \$1000 grant from Dana Corporation had been given.

A Friend of the Library Report was given by John Blankenship. John mentioned he had spoken to Mr. Mike Barker and Mike said the next meeting would be held in August.

A Regional Library Report was given by Mary Carpenter. Mary mentioned the following:

- Hand sanitizer donated by Full Throttle in Trimble.
- Monthly website checker forms have been given to the Humboldt Library
- Orientation for Library Staff is being offered at Regional Library
- Voter Registration Posters left at Humboldt Library
- Tech Grant submission deadline reminder was given
- Cares Grant prepared by Joshua Fisher

Special thanks was given to Linda Hawks for her time serving as Chairperson of the Humboldt Public Library Board of Trustees.

No additional comments.

A motion to adjourn was made by John Blankenship and seconded by Elna Blankenship. All voted to adjourn meeting.

Submitted by: John Blankenship

Approved on: 09/08/2020