

FULTON COUNTY PUBLIC LIBRARY/BOARD OF TRUSTEES MEETING

June 8, 2020

CALL TO ORDER

FCPL Board Treasurer Linda Wentzel called today's meeting to order at 6:02 p.m. The meeting was held online again due to health concerns during the COVID-19 pandemic. Present at the meeting were Trustees Linda Wentzel, Raenae Overmyer, Emily Schouten, and Rachel Arndt. Absent: Linda Erp, Keith McGrew, and Glenda Sayger. Library Attorney MacKenzie Breitenstein was in attendance along with FCPL staff members Director Andrea Stineback, Business Manager Jo McCollough, Aubbee Branch Manager Carol Chileen, and employees Amanda Gilbert, Melissa Reynolds, Margaret Pendley, Cathy Siders, Deb Marburger, Jeff Winterrowd, Beth Miller, and Administrative Assistant Dustee Kelly.

APPROVAL OF MINUTES

The May Board Meeting minutes were read and approved after a motion by Emily Schouten, seconded by Rachel Arndt. Motion carried. The minutes will be signed at our next physical meeting.

APPROVAL OF FINANCES

The finances were presented to the Board for review. Business Manager Jo McCollough looked into the tax and assessment error and fixed it. Emily Schouten moved to approve, Rachel Arndt seconded, and the motion carried. The financial claims for the month of May will be signed at our next physical meeting.

NEW BUSINESS

Symantec Invoice

The cost for Symantec Endpoint Protection for the computers this year is \$4,044.00. Emily Schouten moved to approve the yearly Symantec invoice. Rachel Arndt seconded. Motion carried.

HVAC Quote

There were two quotes presented to the Board from Benchmark. One is for the heat pump coil which would cost \$4,100.00. The other is for a whole new unit which would cost \$10,990.00. Jeff stated he believes just getting a new coil should fix the problem. Rachel Arndt moved to approve the \$4,100.00 quote to replace the coil. Emily Schouten seconded. Motion carried.

Disposal List

April presented a list of items she would like disposed of to the Board. She also wrote a note to the Board asking if she could donate some of the items listed to Pete Newcomb who works at Chester Technologies. He takes these items and gives them to other libraries who cannot afford new equipment. Emily Schouten moved to approve the disposal list and have April donate the items she can to Pete. Raenae Overmyer seconded. Motion carried.

Reopening Phase 3 Discussion: Library Services by Appointment

Andrea presented the Board with the Phase 3 Reopening Plan. The sneeze guards should be installed in the coming week. When they do get install, patrons can start making appointments. The sessions would be 45 minutes long, starting on the hour. That will leave 15 minutes to clean before the next session starts. Five computers will be available at the Rochester Branch. There will be a limit of 15 people at one time in the Rochester building. The Aubbee and Fulton Branches will have three computers available, and a total of 10 in the building at one time. The Fulton Branch requested to be open at 9:00 on the early days, and close at noon on Saturdays. Raenae Overmyer moved to approve Phase 3 and Fulton changing their hours, Rachel Arndt seconded. Motion carried.

OTHER BUSINESS

Rex Robinson contacted Andrea asking that the rest of the money he donated to the library in 2015 for a makerspace be given to Round Barn Lab. Jo said there is about \$13,000 left of the \$20,000 donated. This will be discussed at the July Board Meeting.

ADJOURNMENT

Linda Wentzel adjourned the meeting at 7:02 pm.

Respectfully Submitted, Dustee Kelly, Administrative Assistant

Keith McGrew

Linda Wentzel

Glenda Sayger

Raenae Overmyer

Linda Erp

Rachel Arndt

Emily Schouten

Next Regular Board Meeting:

Monday, July 13, 2020 at **6:00 p.m.** via Zoom or in the Indiana Room.