

**FULTON COUNTY PUBLIC LIBRARY/BOARD OF TRUSTEES MEETING
JANUARY 11, 2021**

CALL TO ORDER

FCPL Board President Keith McGrew called today's meeting to order at 5:06 p.m. The meeting was held online and in Meeting Room A for those who wanted to attend in person. Present at the meeting were Trustees Keith McGrew, Rachel Arndt, Linda Wentzel, Linda Erp, Raenae Overmyer, and Glenda Sayger. Absent: Emily Schouten. FCPL staff members present were Director Andrea Stineback, Business Manager Jo McCollough, Beth Miller, Janet Johnson, Deb Whistler, Margaret Pendley, and Administrative Assistant Dustee Kelly. Library Attorney MacKenzie Breitenstein attended as well. One patron attended.

APPROVAL OF MINUTES

The December Board Meeting minutes were read and approved after a motion by Linda Erp, seconded by Linda Wentzel. The minutes will be signed at our next physical meeting.

APPROVAL OF FINANCES

The finances were presented to the Board for review. Linda Wentzel moved to approve the financials. Linda Erp seconded. Motion carried.

NEW BUSINESS

2021 Annual Financial Meeting

Jo gave the Board cash balances for the year 2020 and discussed the library's finances.

Elect Board Officers for 2021

Rachel Arndt moved to approve the same slate of officers as 2020 (Keith McGrew: President, Linda Erp: Vice President, Raenae Overmyer: Secretary, and Linda Wentzel: Treasurer). Glenda Sayger seconded. Motion carried.

Evergreen Indiana Renewal

The cost for 2021 will be \$8,652.00. Glenda Sayger moved to approve the Evergreen 2021 renewal. Linda Wentzel seconded. Motion carried.

Unpaid Medical Leave

An employee would like to request an unpaid medical leave. The employee caught COVID last year and is still having health issues. The employee would like for the library to keep the job open until able to return, hopefully in the spring. Linda Wentzel moved to approve the unpaid medical leave. Linda Erp seconded. Motion carried.

COVID-19 Employee Relief Plan

Since the Federal Government did not renew the section of the Cares Act that gave employees leave time for COVID-related issues, many libraries are writing their own policies. Andrea took the Lake County Public Library's policy and updated it for FCPL. It is important that employees stay home when they are sick. This policy encourages this. Glenda Sayger moved to approve the COVID-19 Employee Relief Plan. Linda Wentzel seconded. Motion carried.

COVID-19 Discussion

There was also a Scenario Chart presented to the Board. This will help employees and supervisors know what to do if they encounter a certain COVID-19 situation. Linda Erp moved to approve the COVID-19 scenario chart. Glenda Sayer seconded. Motion carried.

OTHER BUSINESS

The library is doing a Winter Library Program. The library will soon have a bed bug oven.

ADJOURNMENT

Keith McGrew adjourned the meeting at 5:29 pm.

Respectfully Submitted, Dustee Kelly, Administrative Assistant

Keith McGrew

Linda Wentzel

Glenda Sayer

Raenae Overmyer

Linda Erp

Rachel Arndt

Emily Schouten

Next Regular Board Meeting:

Monday, February 8, 2021 at **5:00 p.m.** via Zoom or in Meeting Room A.