

# **FRANKFORT COMMUNITY PUBLIC LIBRARY**

## **Regular Meeting of the Board of Trustees**

**November 9, 2020**

*The Frankfort Community Public Library Board of Trustees met at 6:58 p.m. The meeting was held at the Frankfort Community Public Library with President Annie Bacon presiding. Present were Wayne Williams, Mike Brackett, Marc Hodges, Pam Powers, and Esmeralda Cruz. Also present were Gregg Williamson, Director, Jen Casey, Assistant Director, and Kathy Johnson, Business Manager. Pam Nichols was not present.*

### **MINUTES:**

*Wayne Williams made a motion seconded by Mike Brackett to accept the October 12, 2020 minutes as presented. The motion carried.*

**TREASURER'S REPORT:** *Approved*

### **DIRECTOR'S REPORT:**

*See the Director's report as it relates to the Frankfort Library.*

### **PATRON COMMUNICATIONS:**

### **APPROVAL OF BILLS:**

*Pam Powers made a motion, seconded by Esmeralda Cruz to approve the bills for payment. The motion carried.*

### **OLD BUSINESS:**

**Facilities:** *The Library will be looking for a Grounds Keeper for the upcoming Spring season. The Library will be looking to hire someone to wash the Library windows. The Library is keeping a close eye on its PPE and ordering when needed. The new cameras will be installed soon.*

**Strategic Plan:** See Strategic Plan report.

**Legislative Update:** Legislative Forum was held on October 6, 2020. Gregg Williamson attended.

**NEW BUSINESS:**

**Library Policies:**

*Diversity Action Plan & Diversity Statement*

*Wayne Williams made a motion, seconded by Pam Powers to accept the Diversity Action Plan & Diversity Statement as presented, with no changes. The motion carried.*

*Grand Piano Policy*

*Marc Hodges made a motion, seconded by Esmeralda Cruz to accept the Grand Piano Policy as presented with no changes. The motion carried.*

**2021 Library Services Contract**

*Pam Powers made a motion, seconded by Wayne Williams to accept the 2021 Library Services Contract. The motion carried and the 2021 Library Services Contract was signed.*

**2021 Schedule of Holidays & Closings**

*Wayne Williams made a motion, seconded by Esmeralda Cruz to accept the 2021 Schedule of Holidays & Closings as presented. The motion carried.*

***2021 Job Classification & Pay Structure***

*Wayne Williams made a motion, seconded by Esmeralda Cruz to accept the 2021 Job Classification & Pay Structure as presented. The motion carried.*

***Operating Level***

*Wayne Williams made a motion, seconded by Mike Brackett to continue the current level of operation for the Library and the Branches, from January 1, 2021 to March 31, 2021. The motion carried.*

*Covid Sick Time was discussed, but no policy was implemented.*

***TRANSFERS: None***

***ADJOURNMENT: The meeting was adjourned at 7:23 p.m.***

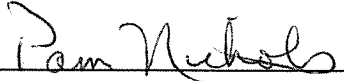
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***Annie Bacon, President***



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***Marc Hodges, Secretary***



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***Pam Nichols, Vice President***

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