

Huron Public Library Board of Trustees
Minutes to Regular Meeting August 12, 2020

Meeting was called to order at 7:00 p.m. by President, Terry Griffith.

Board Members: Terry Griffith, Pete Jackson, Rob Kozar, Karen Seibel, and Rob Smith. Excused: Robert Williams and Joe Giardina. Guests present: Vikki Morrow-Ritchie, Director; and Diane Adams, Fiscal Officer.

MOTION BY Trustee Seibel second by Trustee Kozar to approve the minutes of the July 8, 2020 regular meeting. Roll call:

	Yes	No	Excused
Joseph Giardina			X
Terry R. Griffith	X		
Peter Jackson	X		
Robert Kozar	X		
Karyn Seibel	X		
Robert Smith	X		
Robert Williams			X

PUBLIC COMMENTS:

None

COMMUNICATIONS:

Director Ritchie-Morrow discussed the resignation of Tessann Brewster.

MOTION BY Trustee Seibel, second by Trustee Smith to table the motion to accept the resignation of Tessann Brewster. Roll Call- Yeas 5, Nays 0. MOTION CARRIED

REPORTS:

President's Report's:

President Griffith presented her report to the board. She stated that the director would like to apply for two CARES Act grants.

Director's Report:

Director Morrow-Ritchie stated that, there would not be a quarterly newsletter mailed to the residents. In turn, the patrons can go to the library website and subscribe to an electronic newsletter. She also said that, she will be asking for board approval for her to apply for two available CARES Act Grants. The director stated that as long as Erie County was at code red, the library would be only open for curbside.

Fiscal Officer Report:

The Fiscal Officer submitted her report to the board and asked if there were any questions. She also provided the board with the June Financial reports which included: The Cash Journal; the Payment Listing; the Funds Status; the Appropriation Status; and the Revenue Status Reports for August.

Personnel Committee provided by Chair Williams:

None

Audit and Finance Committee provided by Chair Jackson:

Discussion of Chair Jackson's report under New Business section.

Building and Grounds Committee provided by Chair Smith:

Chair Smith stated that administratively, the director can handle at her own discretion the projects that were previously discussed in their committee meeting. Two of the projects discussed were; the painting of railings and also some poles.

Strategic Planning Committee provided by Chair Kozar:

Chair Kozar stated that they are still waiting for the State Library to re-open, in order to receive their recommendations before their committee does any planning.

Contracts and Legislation provided by Chair Griffith:

Chair Griffith stated that there was an unemployment application in the works.

OLD BUSINESS:

Status of measured reopening of the library activities-

An update was given in the director's report.

Recommendation of the Finance and Audit on impact of remaining vacation accruals for employees –

MOTION BY Trustee Jackson, second by Trustee Smith to offer a payout of one (1) week vacation for employees, and they must schedule the balance of any unused vacation by the end of the year or lose it. Roll Call- Yeas 5, Nays 0. MOTION CARRIED

NEW BUSINESS:

Motion to Accept the Financials for June 2020

MOTION BY Trustee Smith, second by Trustee Seibel to approve the June Financial Statements, Roll Call- Yeas 5, Nays 0. MOTION CARRIED

Approval for the Director to apply for two CARES Act fund grants-

MOTION BY Trustee Seibel, second by Trustee Kozar to give the director approval to apply for two CARES Act grants, Roll Call- Yeas 5, Nays 0. MOTION CARRIED

MOTION BY Trustee Smith, second by Trustee Seibel to adjourn the regular meeting. Roll Call:

	Yes	No	Excused
Joseph Giardina			X
Terry R. Griffith	X		
Peter Jackson	X		
Robert Kozar	X		
Karyn Seibel	X		
Robert Smith	X		
Robert Williams			X

The meeting adjourned at 7:42 pm.

Terry R. Griffith, President

Diane Adams, Fiscal Officer