

## **Fowlerville District Library**

### *Board of Trustee Minutes*

May 27, 2020

I. Call to order: Campbell called meeting to order at 6:34 p.m. on Zoom.

Present: Campbell, Plummer, Ridenour, Spalding.

Not Present: Gioia, Schaffer, Woods.

II. Opening Remarks: We have a lot to go over in a short amount of time.

III. Approval of Agenda: Spalding made a motion to approve the agenda as amended. 2<sup>nd</sup> by Ridenour. Motion carried.

*Amendment:*

1. IX. New Business - a. Homebound Delivery Service Policy is being tabled for now.

IV. Approval of the Minutes: Spalding made a motion to approve the minutes as amended for April 29, 2020. 2<sup>nd</sup> by Ridenour. Motion carried.

*Amendments:* Notes between V. and VI.

1. 1<sup>st</sup> sentence - MLA Conference was changed to Spring Conference.
2. 2<sup>nd</sup> sentence - Add space between March and 19th.
3. 2<sup>nd</sup> sentence- Add 2020 after the 20<sup>th</sup>.
4. 3<sup>rd</sup> sentence - change payed to paid.

V. Call to the Public: none

VI. Approval of Bills: Spalding made a motion to approve the bills in the amount of \$ 37,361.83. 2<sup>nd</sup> by Ridenour. Motion carried.

VII. Interim Director's report: Tally gave a report of last month's activity. She will have a staff meeting informing them on procedures we are going to use to re-open the library. Tally informed us that employee Jen MacGillis's kids will be taking over the lawn care. The newsletter will be sent out in an email.

VIII. Old Business: None

IX. New Business:

A. Homebound Delivery Service Policy: This policy is tabled.

B. Reopening Policy and Plan: Campbell made a motion to approve the Reopening Policy and Plan as amended. 2<sup>nd</sup> by Spalding. Motion carried.

*Amendments:*

1. Director's Role: D. Library Closure. Remove statement a maximum of fourteen (14) days without prior Library Board approval and changed to a maximum of three (3) days.

2. Add policy numbers.

C. Staff Exposure Prevention, Preparedness and Response Plan: Spalding made a motion to approve the Staff Exposure, Preparedness and Response policies as amended. 2<sup>nd</sup> by Ridenour. Motion carried.

*Amendments:*

1. Add page numbers to policies.

2. Remove under Illness- Once all leave time benefits are exhausted, the employee may take unpaid leave with benefits addressed according to the applicable collective bargaining agreement.

3. Add policy Numbers.

X. Adjournment: Spalding made a motion to adjourn the meeting at 7:30 p.m. 2<sup>nd</sup> by Plummer motion carried.

Submitted by:

Terri Ridenour- Secretary

**Next Board Meeting**

June 24, 2020 at 6:30 p.m