

Fowlerville District Library Board of Trustees Minutes

November 24, 2020

I. Call to order- Salgado called the meeting to order at 6:39 pm. (Zoom)

Present- Ridenour, Salgado, Smith, Woods. Not present- Gioia

Staff Present - Anton

II. Opening Remarks –Salgado stated: This board meeting is being held electronically to remain in compliance with the MDHHS revised Emergency Order.

Since this meeting is taking place electronically any votes will be by roll call so the secretary can accurately record the vote.

III. Approval of Agenda - Ridenour made a motion to approve the agenda. 2nd by Woods. All in favor.

Roll Call - Ridenour- Yes Salgado-Yes Smith - yes Woods- yes Motion carried.

IV. Approval of Minutes –

Woods made a motion to move Nov 23,2020 minutes to the Dec. 15, 2020 meeting.2nd by Smith. All in favor. Ridenour-yes Salgado-yes Smith-yes Woods-yes. Motion carried.

V. Call to the public – None. Salgado made several calls to public. After five minutes time no public responded.

VI. Old Business

VII. New Business-

a. Discuss Library Directors Interviews

Our top two candidates were discussed using A&B to keep the confidentiality of each candidate as they requested. We discussed the pros and cons of each candidate.

Salgado made a motion to make an offer to candidate A.

Ridenour made a motion to make an offer to candidate B. 2nd by Woods. All in Favor. Roll call Ridenour-yes Salgado-yes Smith-yes Woods-yes. Motion carried.

Salgado made a motion to have Ridenour work with our consultant to come up with an offer for the new director candidate. 2nd by Smith. All in favor. Roll Call Ridenour-yes Salgado-yes Smith- yes Woods-yes. Motion carried.

Ridenour made a motion to add Tuesday Dec.1 2020 to the regular schedule meetings at 6:30 pm.2nd by Woods. All in favor. Roll call Ridenour-yes Salgado-yes Smith-Yes Woods- yes. Motion carried.

b. Health Insurance- Woods made a motion to consult our lawyer to help with our health insurance. 2nd by Salgado. All in favor. Ridenour-yes Salgado- yes Smith- yes Woods- yes. Motion carried.

VIII. Committee Reports – None

IX. Financial report-

a. Corrected MERS payment due to incorrect memo line. A new check was written with correct memo line. \$400.00 Supplemental Evaluation.

** Discussion from November 17, 2020 Salgado was going through the bills and invoices, she noticed on some of the invoices that Beth Lowes name was still on them.(We found that Lowe and past trustee Cornett (has been gone for over a year) were still on library accounts as contacts back in summer and had them removed.) Lowes name should have been removed from all accounts relating to the library when she resigned back in Jan.

Salgado asked Anton why her name was still on Library accounts. Anton stated that she thought they would wait till to the new director came in to change the contact and account names. She also stated she didn't know how to change some of them.

X. Interim Directors Report- As per discussion on Nov. 17, 2020 a. and b.

a. Change Amazon account name to FDL- removed Beth Lowes Name off account.

b. Change Web.com account name/access- Removed Beth Lowes name on this account also.

c. Work at home policy -Anton checked with TLN, Livingston County Directors to see if anyone had a policy we could use.

Smith made a motion to have our attorney provide the library with a work from home policy according to MIOSHA rules. 2nd by Woods. All in favor. Roll call Ridenour-yes Salgado-yes Smith-yes Woods-yes

d. Covid response- Anton assured the board that all Covid procedures are being followed.

XI. Adjournment -

Ridenour made a motion to adjourn the meeting at 7:55 pm. 2nd by Woods. All in favor.

Roll call vote Ridenour - yes Salgado - yes Smith - yes Woods – yes Motion carried.

Submitted by:

Board Secretary, Terri Ridenour

Next Board Meeting

December1, 2020 at 6:30 pm (zoom)

