

Washington Free Public Library

Regular Meeting Minutes- August 26, 2021

Zoom Meeting

Call to Order: The meeting was called to order at 10:00 a.m. by President Rick Hofer with members Harold Frakes, Isabella Santoro, Mindy Graham, Mike Kramme, Margi Jarrard, Gary Murphy, and interim director LeAnn Kunz.

Approval of July Minutes: A motion was made by Kramme to approve the minutes of the July 27 regular meeting, and the August 3, 4, and 5 special meetings. Frakes seconded, and the motion was approved.

Approval of Expenditures: Kunz noted that the cost for the elevator maintenance contract is going up. Expenditures are more because of costs from the glass incident. Santoro moved to approve the expenditures, seconded by Jarrard. The motion was approved.

Budget Report: Kramme moved to accept the budget report. Graham seconded, and the motion was approved.

New Business: a. Approve the hiring of new Library Director- Jarrard made a motion to approve the hiring of Cary Ann Siegfried for Library Director at a salary of \$70,000 plus up to \$5,000 for moving expenses, and benefits. Santoro seconded, and the motion was approved. Kunz will give the press a release to announce the hiring.

b. Discuss and approve a mask requirement for the Washington Public Library building- Kunz requested that a mask mandate be put into place. She noted that school early out activities and children's story time will be held outside in Central Park in September and October. Adult programming will be held indoors with participants wearing masks. Murphy made a motion to require masks with the staff having the freedom to make adjustments as needed. Graham seconded, and the motion was approved.

c. Discuss and approve additional plexiglass screen(s) for circulation desk- Kunz requested permission to add an additional three plexiglass screens for the circulation desk area. She said that two smaller ones could be purchased for \$64 and a larger one for \$119. Kramme moved to purchase three additional plexiglass screens. Murphy seconded, and the motion was approved.

d. Insurance settlement- Kunz has been checking with the city and the insurance adjuster for invoices that will be submitted to insurance for the glass incident costs. There may be shortfalls that can possibly be covered by the capital outlay project fund. Kunz said that the city told her the budget will be amended in November to reflect insurance payments.

Adjournment: Kramme moved to adjourn the meeting at 10:29 a.m. Jarrard seconded, and the motion was approved.

Respectfully submitted, Margi Jarrard, secretary