Minutes: Meeting of Abilene Public Library Board October 13, 2020

Roll call

Present	Absent
Wendy Moulton	Carri McMahon
Cindy Montgomery	Chris Ostermann, mayor
Marilyn Holt	
Sandy Foltz	
Amanda Cormack	
Sheila Biggs	
Elly Cauthon	
Kara Cromwell	
Sheryl Davidson	

Meeting called to order by president Sheila Biggs.

Motion to approve financial report and minutes of regular board meeting of September 8 and special meetings of September 24 and 25 made by Sandy Foltz; seconded, Elly Cauthon; approved.

Director's Report. See Wendy's Report.

Children and Teen Services: See Sheryl's Report.

Action Items:

1. Telephone quotes: Discussion regarding three quotes for lease or purchase of phone equipment from TCT, Vyve Business Communications (formerly Eagle), and High Plains Communications. Motion made to accept High Plains quote, contingent on library's trial use of phones, and if library director likes equipment, she is authorized to purchase; if dissatisfied, bids will be readdressed at November meeting. Motion made by Amanda Cormack; seconded, Marilyn Holt; approved.

2. Shelving: Library in Hope, KS, has moved to larger space and needs shelving. The Abilene library has unused shelving put in storage after renovation. Motion made to give this shelving at no cost to Hope library. Motion made by Elli Cauthon; seconded, Amanda Cormack; approved.

3. CD renewal: The $31,000 CD at Solomon State Bank is coming up for renewal. Discussion on allowing it to roll over versus possible uses for library purchases at this time. Motion to renew CD for 90-day period made by Elly Cauthon; seconded, Sandy Foltz; approved.

Discussion Items:

1. Brick work/repair: The library director is following city manager Jane Foltz's directive that library get bids for work, but thus far there have been no responses to newspaper ad asking for bids. Discussion suggested that director contact Brad Holman regarding finding masons among workers on county courthouse/jail or contact someone at historical society, such as Nanc Scholl, for possible suggestions for mason contractors to do the job.

2. Policy review—Emergency Policy: Wendy provided board with policy containing changes/additions. She plans to keep this separate from the personnel policy for a clarity of both policies. Questioned on whether staff has had any drills or active training regarding emergency situations, the answer was no, although staff has received training through instructive videos. Motion to adopt Emergency Policy made by Amanda Cormack; seconded, Marilyn Holt; approved.

Motion to adjourn made by Sandy Foltz; seconded, Elly Cauthon; approved.

Next regular meeting is November 10, 2020

Marilyn Holt

Submitted, Marilyn Holt, October 14, 2020