

## NEUSCHAFER COMMUNITY LIBRARY BOARD MEETING

Date: April 13, 2020

Present: Mike Abraham, Ruth Ann Heeter, Bobbi Marks, Doug Nowak, Betty Ulman, Natalie Snyder.  
Guest: Bradley Shipps.

The Virtual meeting was called to order at 8:03 a.m. by Abraham.

**Public input:** None.

**Treasurers report:**

Donation Checking Account (Premier Community Bank) as of 3/31/20 : \$57,108.94.  
Donation Money Market Account (Farmer's State Bank). as of 3/31/20: \$21,409.46.  
Motion by Marks to accept. Second by Nowak. Motion carried.

**Director's Report:**

Dated 4/13/20 was presented.

**Action Items:**

**Minutes:**

Minutes from the February 24, 2020 meeting were reviewed.  
Motion to accept by Marks, second by Nowak. Motion carried.

Discussion followed regarding library operations during COVID-19 Pandemic conditions.  
Consensus was reached to direct Natalie to determine the number of work hours and assignments, with salaries based on the average hours worked by each staff member during the months of January and February. This directive will be reviewed again May 1.

Approval of HR procedure related to CDC/WHO pandemic will be reviewed at the May 4 meeting.

Payment of bills and expenses: Materials are not available due to Village audit.

Motion by Marks, second by Ulman to approve \$895/year for 3 years from the donation account to pay for the BeanStack subscription which provides digital access to the Summer Reading Program. Motion carried.

**Adjournment:** Motion to adjourn the meeting at 9:09 a.m. by Nowak, second by Ulman. Motion carried.

**Next meeting:** April 27, 8 a.m.

Respectfully submitted, Ruth Ann Heeter, Secretary