

Elbert County Library District (dba Pines & Plains Libraries) Board of Trustees Minutes
October 28, 2020

The Board of Trustees of the Pines & Plains Libraries met for a regularly scheduled monthly meeting via GoToMeeting telephone and video conference.

I. Call Meeting to Order: The meeting was called to order at 6:01 pm by Jim Duvall.

II. Roll Call and Announcement of Quorum:

Board Members Present: Jim Duvall, Alan Krenek, Karen Suchan, Patty Lampman, and Robert Thomasson. Quorum reached. Staff members present: Tim Miller, Lauri Hazelton, Ruben Figueroa, Kathy Wilkinson, Kamber Watts and Wendy Walp.

III. Introduction of Guests: No guests present on GoToMeeting.

IV. Additions or Deletions/ Acceptance of the Agenda: No additions or deletions. A motion was made by Robert Thomasson and seconded by Alan Krenek to accept the agenda. All in favor.

V. Treasurer's Report: Alan Krenek presented the report stating that the total of accounts is \$749,700.74. The District is in financially good shape. The Board discussed the possibility of looking into another institution with higher interest rates for a portion of the funds. Alan Krenek agreed to analyze institutions with a better interest yield. A motion was made by Alan Krenek and seconded by Robert Thomasson to approve the Treasurer's report. All in favor.

VI. Approval of Minutes of September 23 Meeting: A motion was made by Alan Krenek and seconded by Robert Thomasson to approve the minutes of September 23, 2020. All in favor.

VII. Director's Report: A complete report by Tim Miller was reviewed. The Board was updated on personnel who were in quarantine and the proposal by a realtor to lease a portion of the Elizabeth Library. The consensus was to let Director Miller pursue the particulars of what the City of Elizabeth would require as well as that of the realtor's client and defer discussion until a later meeting.

- VIII. Update on the Level of Service from the Administration/Staff: Input was given by staff members as to increasing the number of “front end” staff and which branches would need the extra staff and which branches may not find it necessary. A motion was made to defer the final decision until the November 24th Board Meeting. Current service levels will remain in effect.
- IX. Review of Technology Needs per Initial Discussion at August 26 Meeting: A thorough discussion was held regarding which new technologies to introduce within the Library District and how the budget proposals could address adding these services.
- X. Initial Review of Draft Budgets and Set Public Hearing for November Meeting: The draft budget was discussed in various terms with relation to increases or decreases with particular emphasis on the capital improvement category.
- XI. Discussion Regarding Whether to Hold the Next Scheduled Meeting the Day Before Thanksgiving, November 25: The formal meeting list designates November 24, Tuesday, as the Board Meeting date for November. A motion was made by Alan Krenek and seconded by Robert Thomasson to meet on November 24th and hold an official public hearing for the 2021 budget of Pines and Plains Libraries.
- X. Adjourn: A motion was made by Alan Krenek and seconded by Patty Lampman to adjourn at 7:32 pm.

The next regularly scheduled meeting will be on Tuesday, November 24 at 6:00 p.m.
Venue will be GoToMeeting.

Submitted by Secretary, Karen Suchan