

Minutes of the David A. Howe Library  
Board of Trustees Meeting  
January 12, 2021

Trustees Present: Donald Comstock, President, Nic Gunning, Director, Nancy Reuning, Tom Reuning, Madeleine Gasdik, Emily Peavey, Vice-President, Kris Green, Anne Sobeck, Secretary

Trustees Absent: Laurie Hennessy, Voni Walker, Treasurer

Call to Order: President Donald Comstock called the January 12, 2021 meeting to order at 7:34am.

Discussion and Approval of Minutes: A motion was made by President Comstock and seconded by Trustee Peavey to accept the December 2020 minutes. The motion carried.

Director's Report:

A. Statistics

-Circulation

Digital Materials increased by 303 compared to 2019.

Podcast listens increased by 154 compared to 2019.

-Programs

All platforms are being utilized for our patrons.

B. News from the Library

-Preparations are underway for the DAHL 2020 Audit with Ed Bysiek

-\$300.00 has, again, been allotted by STLS for our Library Program with the jail.

-Director Gunning participated in a very informative interview by the Cuba Patriot.

-Director Gunning informed the WCS System of our plan to keep funding flat this year.

C. Department Reports Youth:

-Kate and Shannon Whiteside, the secondary school librarian, have been in contact and are looking forward to working together in the future.

-Kate continues to explore ways to engage our youth, schools and other Libraries with projects like the County Wide Picture Book Madness.

Adult:

-Jessica continues to reschedule programs but it remains a difficult task during this pandemic. Trustee Gasdik praised the interview Director Gunning had with the Cuba Patriot and suggested having Jessica contact the Regional Network News for any future events.

Technology:

-Computer usage and tech help remains steady.

Building and Grounds:

-Mazza Construction has been out to inspect the boiler system and will put together a proposal for us.

-MJ Painting looked at the auditorium wall and thinks there may be a connection between the terrace pavers that are surrounded by sand and the water leaking into the auditorium wall.

-The carpeting and trim work in the new office was completed by Alan Hills.

#### D. Personnel

-A motion to enter into executive session at 8:04am was made by Trustee Gadsik and seconded by Trustee T. Reuning. The motion carried.

-A motion to exit executive session at 9:02am was made by Trustee Green and seconded by Trustee Gasdik. The motion carried.

Committee Reports: none

Friend's Report: none

Old Business: A motion to approve a 2% salary increase for Director Gunning was made by President Comstock and seconded by Trustee T. Renning. The motion carried.

New Business: Trustee Terms are set to renew in April 2021.

Adjournment of Regular Meeting: A motion to adjourn the regular meeting at 9:06am was made by President Comstock and seconded by Trustee T. Reuning. The motion carried.

Call to Order of the Annual Organizational Meeting: President Comstock called the 2021 Annual Organizational meeting to order at 9:07am.

-A motion to accept the 2021 Agenda with the addition of Trustee Green added to the Administrative Committee was made by President Comstock and seconded by Trustee T. Reuning. The motion carried.

-A motion to adjourn the 2021 Annual Organizational Meeting at 9:20am was made by President Comstock and seconded by Trustee N. Reuning. The motion carried.

Respectfully submitted,

Anne Sobeck  
Secretary