

VALLEY CENTER PUBLIC LIBRARY
BOARD MEETING MINUTES
March 23, 2020

The Board meeting was held via Zoom due to the precautions set in place about the Coronavirus. The meeting was called to order by Chair Toby Carver. Those in attendance were Toby Carver, Cricket House, Jeanne Shove, Judy Conrady, Stacy Alexander, Morgan Wiebe, Terry Foster and Janice Sharp. Brent Clark also participated.

Cricket made a motion to approve the agenda; Morgan seconded. Motion carried; vote was unanimous.

Morgan made a motion to approve the minutes from the February 24, 2020 meeting; Judy seconded. Motion carried; vote was unanimous.

Morgan made a motion to approve the financial report and pay bills; Cricket seconded. Motion carried; vote was unanimous. Janice pointed out that the entry for \$1,166.00 to Scholastic was for the books we would have used for the Easter event. All but \$48.00 of that will be reimbursed by the Lions Club. We should be getting our next check from the City soon – Janice will contact Barry at City Hall.

In the Public Forum, Brent extended a thank you for our Board and staff in cooperating with the limitations that are in place due to the virus. He and the City appreciate the services we are providing. Toby also thanked Brent for his leadership and cooperation since he has been in Valley Center. We all appreciate the communication that Brent has provided.

Toby did not have a report.

In the Director's report, Janice shared that we will be saving \$4,182.00 in insurance costs since we are combining our coverage within the City's policy. Our premium last year was \$6,204.00; this year the cost will be \$2,022.00. They will bill us for this in the coming billings.

Janice had included a sample of an ordinance supplied by Brent that, once approved, would allow us to issue payments without a meeting approval if the payments are for regularly approved and included in our budget. She had not revised the ordinance prior to the meeting but Brent advised that we go ahead with preparation of the ordinance even though we need board members to come sign checks. She will have that for the next meeting.

Janice shared that she had sent information from the meetings with the City with updates. She will continue to submit updates as needed.

Morgan asked if we would qualify for payment from the government during the virus. Brent will check on that for us. He stated that the City offices will be under a State of Emergency as of March 20 as issued by the Mayor. A 30-day shelter at home is recommended.

In the Office Manager's report, Terry shared that the stats are down in February since it was a short month. March and the following months will be drastically low due to the shutdown of the Library. The due dates for all materials was set at June 25 when the shutdown began. We are tracking the number of cars that we deliver to but not the number of books for each.

Terry shared that an educator in the Wichita area has been viewing our Facebook Live sessions as have other individuals. They are tracking those numbers daily.

Brent suggested that we include the Zoom link on our agenda for future meetings.

Morgan made a motion to adjourn the meeting; Cricket seconded. Motion carried; vote was unanimous.