

MINUTES FOR ARTHUR PUBLIC LIBRARY DISTRICT

October 18, 2021

Present: President Allen, Trustees Fritz, Singer, Stewart, Yeakel; Director Pruitt. Absent: Stutzman, Yoder

Meeting was called to order by President Allen at 6 p.m.

Minutes were approved on a motion by Stewart, second by Singer

Treasurer's report was approved on a motion by Singer, second by Yeakel. Also reviewed and approved the Annual Financial Report on a motion by Yeakel, second by Stewart.

Correspondence: Read thank you from Bob Crossman

Director's report - Kelsey Pruitt (see attached sheet for more details)

1) Covid 19 response. Things have been better. No major issues. Doors are closed and patrons ring doorbell for admittance. Still limited to one hour on the computer. Kelsey asked for a motion to end the mask requirement as soon as the mandate is lifted and not have to wait for the next board meeting. This was approved on a motion by Fritz, second by Stewart.

2) Disaster recovery plan. Still working on this.

3) Succession plan. Kelsey presented a proposed policy as to what to do if she is no longer library director. (see attached sheet) This plan was approved on a motion by Stewart, second by Singer.

4) Serving our public, chapters 3 - waiting for minimum wage to establish a salary schedule; and chapter 4 - meets all standards.

5) Circulation desk update. Waiting on custom stain sample. Hoping to have new desk in place by the end of the year.

The bills were approved on a motion by Singer, second by Stewart

Committee report

Start compiling a list of those who can do landscaping for early spring.

New Business

Trustee Stevie Stutzman submitted her resignation to the board. The family has moved to Mahomet. Asked board members to start thinking about those who might be a possible replacement.

Meeting was adjourned at 6:21 p.m. on a motion by Fritz, second by Singer

Respectfully submitted,

Martha K. Yeakel, Secretary