

***Minutes for the regular meeting of the Ransom District Library Board of Trustees  
June 16, 2020***

Meeting was called to order by President Asselmeier at 7:00 p.m.

**Members Present**

Asselmeier, Gelbaugh, Harter, Keeney, Klade, Klein, Parsons  
Director Gross, Assistant Director Marsh

**Special Agenda Items**

**Consent Agenda**

Minutes of the May 19, 2020 Regular Meeting of the Ransom Library Board  
A motion was made (Keeney/Gelbaugh) to approve minutes as printed. The Board voted unanimously to pass the motion.

**Financial Report**

The Library has received 94% of its budgeted income. Total expenditures are at 82%.

**President's Report**

None

**Director's Report**

As attached

**Committee Reports**

- Budget—did not meet
- Building and Grounds—did not meet
- Building—Discussed separating self check station and copier station with architects. Considering acrylic barriers between staff in the workroom. The roof has been sealed, interior framing is complete and work begins on the interior fitout on 6/22. Electrical, plumbing and mechanical installation work is currently happening. As the contingency money has not been used up, glycol sidewalk heating and a UV sanitation system in the HVAC system are being added to the project. Construction crews lost zero additional days beyond government-mandated closures. Current estimate for building completion is October. The parking lot asphalt will be weather-dependent.
- Endowment—did not meet
- Personnel—did not meet
- Public Relations—The Union Enterprise had a great front page article about the new building. Public relations are continuing electronically via the Constant Contact newsletter, Facebook and the library website.

**Trustee Comments**

None

**Comments from the Public**

None

**Continued Business**

*Final Reading of the 2020-2021 Budget*

No changes have been made since the first reading. A motion was made (Keeney/Klein) to approve the budget. The motion carried with a unanimous vote.

**Nomination of Officers**

Members Parsons/Klein moved to accept the current slate of officers for another year (7/1/20-6/30/21.) The motion carried with a unanimous vote.

**New Business**

- Approval of Audit Services

Members Preston/Keeney moved to secure the services of Siegfried Crandall to perform the annual audit of Library financial records. The motion was unanimously approved.

- L-4029 Form

A motion was made (Klein/Keeney) to approve the L-4029 form, which will allow the Library to levy 1.5029 mills for the general operating budget and 0.76 mills for debt servicing of the construction bond. The motion carried with a unanimous vote.

Meeting was adjourned (Keeney/Klein) at 8:03 p.m.

Next meeting will be July 21 at 7:00 p.m.

Respectfully submitted,  
Erin Marsh  
Assistant Director