

**Minutes of the regular meeting of the Ransom District Library Board of Trustees
September 15, 2020**

Meeting was called to order by President Asselmeier at 7:04

Members present: Keeney, Klade, Gelbaugh, Asselmeier, Haan, Harter, Klein, Parsons

Director Gross

Assistant Director Marsh

No Special Agenda

Consent Agenda: Motion Harter/Klade to approve the August 21, 2020 minutes with correction Endowment Committee - no meeting. Motion Carried

Financial Report- 21% income and expended 13%... Gross reviewed Financial Statements

President's Report - Happy Birthday Joe a special Birthday

Director's Report - Gross reviewed the written report

Committee Report

Budget no report-

Building and Grounds - no report

Building Report:

On target early for November soft opening for essential services... finish work carpet going in place surrounding areas. First of October work should be completed to begin moving. Tony Clark working on setting up technology. Open to public in numbers allowed. Grand opening in late spring when everything is completed.

Endowment: no report

Personnel: no report

Policy: no report

Public Relations:

Ideas to communicate to patrons. Need to know how many will be allowed in building.

Promote UV system.

Trustee Comments- Klade asked about plans for moving. Hiring movers because of virus. Had Landscaping Tower Pinkster has the plans working on bids.

Public no public

Continued Business- no

New Business- no-

Next meeting... October 20, 2020

Motion Haan/Harter to adjourn 7:28 pm

Respectfully submitted,

Connie Haan

Secretary

**Board of Trustees Meeting
September 15, 2020**

Director's Report

Financial

- At the end of 2 months, we have received 21% of our budgeted income, and we have spent 13% of our budgeted expenditures.

Administrative

- Our Annual Audit has been scheduled with Siegfried/Crandall for November 12.
- I applied for and received \$2,260 in grant funding from the Southwest Michigan Library Cooperative for technology and PPE purchases.
- Library use for August was about 45% of the number from August 2019, a higher percentage than is being reported by many neighboring libraries. Not surprisingly, digital content usage has greatly increased, while physical material usage and in-house statistics have gone in the opposite direction.
- The Library has resumed inter-library loan for our patrons, opting back into the service as soon as it was made available again to Michigan libraries.