

**Minutes of the regular meeting of the Ransom District Library Board of Trustees
December 8, 2020**

Meeting was called to order on Zoom at 7:07 pm by President Asselmeier

Members present: Asselmeier (Cooper) Haan (Gun Plain), Gelbaugh (City of Plainwell), Harter (Gun Plain), Klade (Gun Plain), Parsons (City of Plainwell), Klein (Cooper)

Member absent: Keeney (City of Plainwell)

Director Gross

Assistant Director Marsh

No Public

Special Agenda Items: No items

Consent Agenda: *Motion Klein/Haan to approve minutes of the November 17, 2020, regular meeting with correction of names: Harter and Marsh. \Motion Carried.*

Financial Report: Gross reviewed the written financial report. Asselmeier asked about PPP. It is Personal Property Tax.

President's Report- thanked the staff for efforts during this time

Director's Report - written. Gross reviewed written report

Committee Reports

Budget - Plan a January review of the Budget

Building & Grounds - Todd Ketchum will continue to plow

Building- Building is close completion with a few things left to follow up. The sign is not what was expected and will be redone. Parking lot in process. Soil is clean which is good news. Looking at deck designs and materials. Looking into 3D printer.

General discussion on final completion items in Children's Area and Teen Area.

Endowment- CD set up at Advia Credit Union

Personnel - no report

Public Relations - JBS donation was announced in Union Enterprise

Trustee Comments: Discussion on computer capabilities in Media Lab. (3D printer, conversion equipment) Computers available to public by appointment.

Comments from Public - no public

Continued Business - no continued business

New Business

Checking Account- Request to move bank accounts.

Motion Klein/Klade to close the PNC checking account and transfer the funds to Advia. Signers on the account will be Joe Gross, Alan Asselmeier and Melissa Gelbaugh. Remove Phil Martin from all accounts. Roll call: Haan yes, Klein yes, Harter yes, Gelbaugh yes, Klade yes, Asselmeier yes, Parsons yes, Motion carried.

Annual Audit Report- Gelbaugh reported that the audit was ready to accept and it was a good audit Motion Gelbaugh/Klade to accept the 2019-2020 fiscal year audit. Roll call- Parsons yes, Harter yes, Haan yes, Klein yes, Klade yes, Asselmeier yes, Gelbaugh yes. Motion carried

Motion to Adjourn Klein/Harter carried. Next Meeting January 19, 2021.

***Respectfully submitted
Connie Haan, Secretary***