

## SPARTA TOWNSHIP LIBRARY BOARD MEETING MINUTES

OCTOBER 13, 2020

President Mary-Ann Meyer called the meeting to order at 11:00am. Also present were Janet Hayes, Carol Keller, Mary Nellans, Library Director Lois Lovell, and Associate Director Debbie Poling.

Carol made a motion to accept the Sept meeting minutes, Mary seconded it. Motion passed.

- Treasurers Report: Carol
  - Sept financial report: Beginning balance on Sept 1, 2020 \$135,096.60. With deposits the beginning balance was \$135,714.79. Total expenses were \$17,713.45. Ending balance on Sept 30, 2020 was \$118,001.34.
  - Spectrum's prices have gone up so our costs are higher. We will budget more for internet/phone next year.
  - Mary made a motion to accept the treasurers report, Janet seconded it. Motion passed.
- Library Directors Report: Lois
  - Library Re-opening policy: Mary made a motion to accept the policy, Carol seconded. Motion passed.
  - Covid update:
    - If any of the staff contracts the coronavirus the whole library will be quarantined and shut down.
    - Computer and staff time have increased: Hours are now 11:00am-7:00pm on Monday and Wednesday, Friday 9:00am-3:00pm and Saturday 9:00am-1:00pm.
  - Story Time: For right now, Nicole has activity packets available to pick up at the library to have story time at home. The packets include a craft and a book to keep.
- Old Business
  - Christmas programming: too many restrictions to have at the library this year. Ideas: to have Santa and Mrs Claus do a cell phone video; have a Christmas craft packet to have children sign up for and pick up at the library to take home to do.
- New Business
  - Library Director replacement committee: Lois will be leaving on March 31. She will be updating her job description. We would like to have someone hired by March 1.

Mary made a motions to adjourn, Janet seconded it. Meeting adjourned at 12:15pm

Respectfully Submitted,

Janet Hayes, Secretary