

Maitland Public Library Board of Trustees

Wednesday May 20, 2020
7:00 pm



ATTENDANCE: The following members were present: Mr. Dave Stanley, Chairman; Mr. Andrew Harrison, Vice Chairman; Mr. Bryan Stewart, President; Ms. Marilyn Sandoz, Vice President; Ms. Maria Hannon, Secretary; Mr. Kay Yeuell, Treasurer; Mr. Mike O'Lenick, Trustee; Mr. Frank Allen, Trustee; Dr. Steve Lee, Trustee; Ms. Liz Doyle, Trustee; Dr. Scot French, Trustee; Ms. Davina Spillman, Trustee;

Staff Present: Ms. Stacie Larson, Director; Ms. Cheryl Davis, Executive Assistant.

The following members were excused: Mayor Dale McDonald

The following members were not present or excused: 0

Members of the public attending: 0

MEETING CALLED TO ORDER AT 7:03 PM by Mr. Stanley

Approval of April 2020 minutes: Motion made by Mr. Stanley to approve the minutes; the motion passed unanimously

FINANCIAL REPORT: Financial reports/balance sheet are attached.

LIBRARIAN'S REPORT is attached. It was emailed to board members. Highlights were shared by Ms. Larson. Video statistics from online platforms during the shutdown are impressive. Staff will continue to share videos with the public. All paid performers for Summer Reading have been officially canceled. Summer programs will be virtual. At this time, the library is awaiting Plexiglas to be installed at the circulation desk. Ms. Larson is also looking for more cleaning supplies so the library can reopen at a limited capacity. The Bookstore will remain closed.

Mr. Yeuell moved to accept these reports, seconded by Mr. Harrison and passed unanimously.

Old Business: There was no old business to be heard.

Public Period: Mr. Stanley opened the Public Period. There being no one who wished to be heard, Mr. Stanley closed the Public Period.

Discussion Items:

- COVID-19 - Ms. Larson stated that this update was covered in the Librarian's Report, but was happy to answer any other questions the board might have in regards to this issue. There were no further questions.
- Update on PPP Loan - Mr. Stewart informed the board that while the library is eligible for this loan, it may not be the most appropriate for the library. The loan requires that you must keep all employment and not be a net gain for the library. This could affect the library's budget for the next year.

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Decision Items:

- FY21 Budget - Ms. Larson reported that the library's 2021 budget has been reduced to \$783,199.00. Ms. Larson has shared that she is prepared if further cuts need to be made. The budget is due to the city on June 12, 2020. The Budget Presentation will take place on July 21, 2020 at noon. Mr. Yeuell moved to accept the FY21 Budget. Mr. Harrison seconded this motion and it was passed unanimously.

Dates to remember:

- Next Board Meeting - June 17, 2020, 7:00 pm

MEETING ADJOURNED AT 7:49 pm by Mr. Stanley

Minutes submitted by *Maria Hannon*, secretary