

**Minutes of the James River Valley Library System Board of Directors  
Library Board Special Meeting  
Monday, January 11, 2021**

Board members present were Lynn Krueger, Char Freeberg, Joan Morris, Jay Nitschke, Emaline Roorda, and Pam Phillips. Absent were Carolgene Wolf and City Ex-Officio David Schloegel. Also present were Library Director Joe Rector and Assistant Director Jill Pfaff.

Lynn called the meeting to order at 3:33 pm.

**BOARD TRANSITIONS**

Lynn Krueger resigned from the Library Board. Pam Phillips has been appointed by the County to replace Ilana Xinos. Commissioner Joan Morris has been appointed by the County to replace Ramone Gumke.

Lynn left at 3:36 pm.

**NEW MEMBER ORIENTATIONS**

The board decided by consensus to conduct the New Member Orientation at a future meeting.

**NEW DAYS FOR REGULAR BOARD MEETINGS**

The board decided by consensus to hold the regular board meetings on the 2<sup>nd</sup> Wednesday of every month at 3:30 pm, ADPL.

**ELECTION OF NEW BOARD PRESIDENT AND OFFICERS**

Emmy made a motion to appoint Jay Nitschke as President, seconded by Pam. Roll call vote showed 4 ayes, 0 nays. 1 abstain. 1 absent. Motion carried.

Emmy made a motion to appoint Pam Phillips as Vice President, seconded by Jay. Roll call vote showed 5 ayes, 0 nays. 1 absent. Motion carried.

Jay made a motion to reappoint Char Freeberg as Secretary, seconded by Emmy. Roll call vote showed 5 ayes, 0 nays. 1 absent. Motion carried.

**MINUTES**

Char made a motion to approve the December 14 minutes, seconded by Pam. Unanimous aye. Motion carried.

**FINANCIALS**

Joe gave the financial report. Joe noted that the library has received \$1,500 in donations for the Centennial Fund and these donations have been deposited in the Centennial Initiative Construction account.

**WINDSTREAM BILLS**

Joe informed the board that future Windstream bills will be paid by direct payment.

#### DECEMBER 21 – JANUARY 1 PAYROLL PAID AT 2020 RATE

A question was brought to the board regarding whether under our policy, the last payroll (Dec. 21 – Jan. 1) was processed correctly; the board decided that 2021 raises did not take effect until January 4, meaning that the payroll was processed correctly.

#### BILLS TO BE PAID AND PAYROLL AS PAID

Pam made a motion to approve the bills to be paid and the payroll as paid, seconded by Char. Roll call voted showed 5 ayes, 0 nays. 1 absent. Motion carried.

#### LETTER OF SUPPORT

Joe shared a letter of support from the City of Jamestown commending the library for saving money toward the purchase of property for a library facility that would replace SCL and operate in conjunction with ADPL.

#### RETURNING TO PHASE 2 PLAN

Emmy made a motion to return to Phase 2 of the Library Reopening plan on January 25, 2021, as long as there isn't a spike in COVID-19 cases, which would be determined by the governor; seconded by Jay. Roll call vote showed 5 ayes, 0 nays. 1 absent. Motion carried.

#### SCL RENOVATION UPDATE

Joe reported that the SCL renovation is coming along nicely. He said that they are currently working with Troy Gunderson on pictures for SCL. Joe is now waiting on carpet bids to replace the carpeting.

#### LIBRARIES OF THINGS CABINETS FOR SCL

Pam made a motion to accept the S&S Cabinets bid for 2 cabinets for the Libraries of Things, seconded by Char. Roll call vote showed 5 ayes, 0 nays. 1 absent. Motion carried.

#### REPORT OF THE LIBRARY DIRECTOR

Joe reviewed the following items in his report:

- Statistics were presented for December
- Staff meeting: Joe and staff had a brainstorming session for Programming and Outreach as part of the Strategic Plan
- Audit coming in January
- Reminder to send in any Director's evaluations that haven't been sent in yet

#### NEXT BOARD MEETING

The next board meeting is Wednesday, February 10, 2021, 3:30 pm, via Zoom.

#### ADJOURNMENT

Jay adjourned the meeting at 4:43 pm.

Respectfully submitted,

Jill Pfaff