

Washington Public Library

Regular Meeting Minutes- September 23, 2021

Zoom Meeting

Call to Order: The meeting was called to order by President Rick Hofer at 10:00 a.m. with members Mindy Graham, Harold Frakes, Mike Kramme, Margi Jarrard, guest Cari Siegfried, and interim director Leann Kunz in attendance.

Approval of Minutes: Frakes moved to approve the minutes. Graham seconded, and the motion was approved.

Approval of Expenditures: Kunz said that the bill from Wood Construction will be paid by the Foundation. The bill from Carson Plumbing was for the faucet only. The custodian installed it so there was no labor included in the bill. Kunz noted that locks in the building may need to be replaced as they are beginning to stick. Jarrard made a motion to approve the expenditures, seconded by Frakes. The motion was approved.

Budget Report: A question was raised about what building maintenance costs will be covered in reference to the glass incident. Kunz will look into it. Graham moved to accept the budget report. It was seconded by Kramme, and the motion was approved.

Old Business:

- a. **Insurance Settlement update-** Kunz shared the insurance claim form. She will check to see what invoices have been received and which are still outstanding. An update will be given next month.
- b. **Upstairs railing update-** A tentative plan is in place to improve the upstairs railing. The Board is looking at options and will discuss them at the next meeting.

New Business:

- a. **Report changes to assessor's office-** Kunz completed a form to report repairs made from the glass incident.

Announcements and adjournment:

- a. **Next meeting- Thursday, October 28, 2021, at 10:00 a.m.**
- b. **Announcements-** Graham requested that future Board meetings have a zoom option. Kunz and Siegfried will look into options for doing hybrid meetings: in person in conjunction with zoom. The Board welcomed Siegfried to Washington as our new director.
- c. **Adjournment:** Kramme made a motion to adjourn at 10:35 a.m. Frakes seconded, and the motion was approved.

Respectfully submitted, Margi Jarrard, secretary