

Tamarack District Library Board of Trustees Meeting  
June 18, 2020 6pm

Call to order: 6:00 pm

Present: Susan Draper, Barb Kaaikala, Lee Boerma, Nancy Parsons, Dorothy Farrell, Bethany Nettleton

Absent: Emily Griffith, Roxie Poulsen

Board Vacancy: Pine Twp

Friends of Tamarack Library in attendance: Patty Hawley and Mary Russell

1. Approval of agenda

Nancy moved to approve the agenda, supported by Dorothy. Motion carried.

2. Approval of the Minutes from April 16, 2020

Barb moved to approve minutes, supported by Nancy. Motion carried.

3. Public Comments: None

4. Correspondence: Erin Gorby send a card and money for the library to use.

5. Financial Report: June 2020

Lee noted that two large deposits were made in early June.

Director insurance policy: Bethany explained that JES is making adjustments to budget item 736 Employee Health Care to correct that account. Sue asked to be present at the next meeting with JES.

a. Approval of May Check Register

Sue asked that detail of General Journal entries be included with the check register report each month.

Nancy moved to accept Check Register report, supported by Lee. Motion carried.

6. Committee Reports :

- a. Finance- Met June 10, 2020
- b. Policy – no meeting
- c. Facilities – no meeting
- d. Personnel – no meeting

7. Director's report: online/handout

Bethany reported that a new phone line is required to bring the library into compliance, at an anticipated cost of \$2,000.00

8. Friends of Library -

- a. Patty reported that no meeting has been held. Beth advised that the contract requires the Friends to meet at the library (or on library grounds).

- b. Patty inquired who is responsible for upkeep of Little Libraries. Bethany reported that the Little Library stewards are responsible for that.
- c. Mary requested that the Library notify the Friends of long term library goals so that the Friends can assist in meeting those goals.

9. Old Business:

- a. AC update - The AC compressor was installed yesterday.

10. New business:

a. Budget Adjustments

Lee moved, supported by Dorothy, to move \$500.00 from 726 Supplies (\$300.00 from 726 supplies to 811 Building Insurance, and \$200.00 from 726 Supplies to 920 Utilities). Motion carried.

b. Action Item: Discussion and Approval of 2020/2021 Budget

i. Proposed Ultra Conservative

ii. Proposed Conservative

Lee moved, supported by Nancy, to accept the Proposed Conservative Budget, based on the 2020-2021 income that can be anticipated at this time.  
Roll call vote: Dorothy – Yes; Barb – Yes; Lee- Yes; Nancy – Yes; Susan – Yes.  
Motion carried.

Resolution to Adopt 2020-2021 Budget and Certify 2020 Tax Levy

Nancy moved, supported by Barb, to pass the Resolution

Roll call: Nancy – Yes; Lee – Yes; Barb – Yes; Dorothy – Yes; Sue - Yes

Motion carried.

c. Air Purifier Quote (AV Light) from AMR - \$2015.00

Tabled

d. 709 Employee Health Care and September, 2019 Minutes

Tabled until July meeting

e. Informative: Health care documents

f. Discussion: documents to review the Director

Sue will type evaluation document and email to Board members

11. Other Business:

a. Library Reopening Schedule

Bethany proposed Phase IV beginning July 6

12. Public Comments

Patty asked for the number of people allowed in the Tamarack Room. Bethany advised a maximum of 10 people, six feet apart.

13. Adjournment – Nancy moved, supported by Dorothy, to adjourn at 8:40 PM  
Motion carried.

Minutes recorded by Barb Kaaikala