

# SCOTT COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES BOARD MEETING MINUTES

November 09, 2021

The regular monthly meeting, as authorized by the by-laws, of the Scott County Public Library Board of Trustees was called to order at 5:00 pm by Vice President, Ken Wright. Members present included Kimberly Hay and Becky Nelson. Dan Miller and Cathy Mattingly were absent. Also attending were Patti Burnside, Executive Director; Mandy Brooks, Recording Secretary; and Kathy Vaughan-Lloyd, Assistant Director.

**Public Comments:** None.

**Construction Update:** Ken and Patti updated the Board on the construction progress that occurred in the last 30 days.

**Friends Report:** Patti reported that the Friends have their Holiday Silent Auction items out and the bidding is underway. The Friends have 55 items up for bid.

**KDLA Monthly Report:** Patti referenced the monthly report from KDLA.

**Director's Report:** Patti covered items from her director's report.

**MOTION** by Becky Nelson to approve the October Board meeting minutes. Second by Kimberly Hay. Motion carried.

**MOTION** by Ken Wright to approve the financial report. Second by Becky Nelson. Motion carried

**Review of Director/Board Member Expenses:** None.

**MOTION** by Kimberly Hay to approve the voucher. Second by Becky Nelson. Motion carried.

**Circulation Report:** Patti covered the stats. Numbers are starting to rise.

**Old Business:** Becky let the Board know that the Whistleblower policy should be ready for review at the December Board meeting.

**New Business:** The Board discussed policies up for review and the masking requirement set by the Board.

**MOTION** by Becky Nelson to approve the Financial Reserve Policy as amended. Second by Ken Wright. Motion carried.

**MOTION** by Becky Nelson to approve the Financial Responsibility Policy. Second by Kimberly Hay. Motion carried.

**MOTION** by Becky Nelson to approve the Library Credit Card Policy as amended. Second by Kimberly Hay. Motion carried.

**MOTION** by Kimberly Hay to continue to require masking until the COVID-19 Incidence Rate in Scott County reaches the yellow zone for 5 consecutive days. Second by Becky Nelson. Motion carried.

**MOTION** to adjourn by Becky Nelson. Second by Kimberly Hay. Motion carried.

Meeting adjourned at 6:00 pm.

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Becky Nelson, Secretary \_\_\_\_\_ Date \_\_\_\_\_

Tuesday, November 09, 2021

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Mandy Brooks, Recording Secretary \_\_\_\_\_ Date \_\_\_\_\_