

James Prendergast Library Association
Board of Trustees
Minutes of the Meeting Held on April 15, 2021
via teleconference due to COVID-19 restrictions

President: Dan Hickman called to order the Board of Trustees meeting at 5:19 PM.
Present: Dan Hickman, Mary Zdrojewski, Cassie Blakeslee, Lori Fabritius, Mike Corey, Lynn Warner, Maggie Scorse,

Absent: Micki McCray, Ned Lindstrom, Frank Corapi, Joni Blackman
Staff present: Annie Greene, Janet Mescall, Jennifer Champ, Tress Williams, Joanna Sorensen

One guest

1. Public Comment – None
2. Consent Agenda – A motion was made (Maggie Scorse/Dan Hickman) to approve the Consent Agenda and minutes from previous meeting. Motion approved.
 - a. No changes or additions to Consent Agenda
 - b. Approval of minutes of previous meeting.
3. Brief staff presentation – Story times in our Community
ED Annie Greene introduced staff member Joanna has been doing virtual and live story times presentations for children and their parents. The program is a success. Guest visitors and fieldtrips to sites such as Audubon have been well-received. Board thanked Joanna for her good work!
4. Director's Report/ Statistics – (March)
Annie Greene (ED) noted that the report had been sent to all Board members prior to the meeting and asked if there were any questions. She noted highlights included the continued success of our story time videos, and Cummins donated funds for books for our summer reading program. We will also be distributing some of these books through the United Way and the Jamestown Community Learning Council programs. Cumulative year to date library visits were a little bit over 65% last month.
5. Strategic Plan Committee Report
ED Annie Greene informed board of that the strategic plan matrix will document each goal, and show progress made in area. ED highlighted progress made with the customer surveys to help library meet community needs. The committee will meet two more times to monitor progress and share findings with board.
6. Fundraising Report

- a. ED, Annie Greene reported that the Fundraising Committee continues to work on fund raising letter and is finishing up getting prizes from businesses for upcoming “Scavenger Hunt” event.
7. Treasurer’s Report – Treasurer, Mike Corey presented the monthly financials for March. PPP loan was used appropriately. \$94,046 was transferred into the endowment fund. He indicated that all areas were within expected ranges. Motion was made (Lynn Warner/Maggie Scorse) passed and carried to accept and file the report.
8. New Business_–
 - a. New Website Upgrades Proposal- Upgrades are necessary to the website so that it will be more efficient and increase traffic. ED Annie Greene stated that funds have been budgeted for this upgrade. A motion was made (Mike Corey/Lynn Warner), passed and carried for the upgrade.
 - b. Whistleblower policy – ED Greene stated that policy has all of the components needed, and it is up for the 5-year review. A motion was made (Maggie Scorse/Mike Corey) passed and carried to update the Whistleblower policy.
9. Unfinished Business – None
10. Next meeting is May 20,2021 at 5:15 p.m. It was proposed that with more people vaccinated the board maybe can meet in the fireplace room at the library. All safety protocols will be followed. Any thoughts and concerns from members should go to board president Dan Hickman or ED Annie Greene by 5/1/2021 before a decision is made for meeting place.
11. A motion was made (Lynn Warner/Maggie Scorse), passed and carried to adjourn meeting at 5:45 p.m.

Respectfully Submitted By,
Lori Fabritius
Assistant Secretary