MINUTES OF THE PARKLAND COMMUNITY LIBRARY  
BOARD OF DIRECTORS MEETING  

December 17, 2020, at 7:00 p.m. by Zoom Video Communications  

In Attendance: Barry Cohen, Nancy Holler, Bob Fager, Lynn Feldman, Lynne Harakal, Kathy Osmond, Carrie Nedick, Lisa Luciano, Lisa Roth  
Absent: None  
Also Present: Debbie Jack, Executive Director and Kim Wagner, staff  

PRESIDING: Barry Cohen  

CALL TO ORDER: 7:02 p.m.  

MOTION FOR APPROVAL OF MINUTES:  
Nancy Holler made a motion to approve the November 19, 2020, minutes. Lisa Luciano seconded the motion and the November 19, 2020, minutes were unanimously approved.  

TREASURER’S REPORT:  
Bob Fager made a motion to accept the November 2020 Financial Statement. Lisa Roth seconded the motion and the November 2020 Financial Statement was unanimously accepted.  

NEW BUSINESS  
HR COMMITTEE REPORT: Debbie Jack  
The library has the open position of Acquisitions Coordinator at 20 hours per week. The Board agreed that Debbie may post the position.  

CD MATURITY:  
The library has a CD at Neff’s National Bank that came due. Lisa Luciano made a motion to open a new one-year CD at Neff’s National Bank at current interest rates. Bob Fager seconded the motion and it was unanimously approved.  

CARES ACT GRANT: Debbie Jack  
In order to receive Cares Act grant funds through the State Library, all LCLC libraries must have policies in place. Kathy Osmond made a motion to adopt the following Parkland Community Library policies:  

a. Bid and Procurement Policy  
b. Mileage Reimbursement Policy  
c. Cash Management of a Grant  

Carrie Nedick seconded the motion, and the above-mentioned policies were unanimously adopted.
GRANTS: Kathy Osmond

Kathy Osmond made the following motion: Excluding capital campaigns and construction grants, grant applications in behalf of the Parkland Community Library in the amount of $5,000 and above shall be presented to the Board of Trustees for pre-approval, in addition to which the Board shall vote to accept funding received from all grant applications. Carrie Nedick seconded the motion and it was unanimously approved.

EXECUTIVE DIRECTOR ORAL: Debbie Jack

Debbie updated the Board on the expansion project.

Debbie also discussed building donations and naming opportunities as it relates to the project.

The Board meeting adjourned at 7:28 p.m. on motion of Bob Fager, seconded by Lynne Harakal.

The next Board meeting will be held on Thursday, January 28, 2021, at 7:00 p.m. by Zoom.

Respectfully submitted,
Lynn Feldman, Secretary