

**MINUTES OF THE PARKLAND COMMUNITY LIBRARY
BOARD OF DIRECTORS MEETING**

July 23, 2020, at 7:00 p.m. by Zoom Video Communications

Present: Barry Cohen, Nancy Holler, Bob Fager, Lynn Feldman, Lynne Harakal, Kathy Osmond, Lisa Luciano, Debbie Jack, Executive Director and Kim Wagner, staff.

PRESIDING: Barry Cohen

CALL TO ORDER: 7:07 p.m.

MOTION FOR APPROVAL OF MINUTES:

Bob Fager made a motion to approve the June 25, 2020, minutes. Lisa Luciano seconded the motion and the June 25, 2020, minutes were unanimously approved.

TREASURER'S REPORT: Bob Fager

Bob Fager made a motion to accept the June 2020 Financial Statement. Lynn Feldman seconded the motion and the June 2020 Financial Statement was unanimously accepted.

ACTION ITEMS:

Kathy Osmond will investigate potential procedures for the submission of future grants and will report her findings to the Board.

RACP grant documentation has been submitted. Debbie Jack will follow up to check status.

FUNDRAISING:

The Fundraising Committee met and Debbie Jack generated a proposal for a grant writer for the expansion project. Barry Cohen made a motion to hire Judy Barberich over a 6-9 month period to write grants in support of the library expansion project, for a price not to exceed \$5,000, conditioned on satisfactory references and grant writing sample review. Lynn Feldman seconded the motion and it was unanimously approved.

HOLIDAY SCHEDULE FISCAL YEAR 2020-2021

The 2020-2021 Holiday schedule has been revised to include Good Friday as a floating holiday and the addition of Kwanza and Juneteenth as listed holidays for programming purposes. Lynne Harakal made a motion to approve the 2020-2021 Holiday schedule. Lisa Luciano seconded the motion and it was unanimously approved.

LOAN/LINE OF CREDIT: Lynne Harakal

Lynne Harakal updated the Board on the line of credit. All documents were reviewed by Lisa Luciano and all documentation required by Neffs National Bank has been signed. The line of credit is now in place.

EXECUTIVE DIRECTOR ORAL: Debbie Jack

Debbie Jack presented the floor plans for the new public library space to the Board.

The Board meeting adjourned at 7:53 p.m. on motion of Kathy Osmond, seconded by Bob Fager. The next Board meeting will be held on Thursday, August 27, 2020, at 7:00 p.m.

Respectfully submitted,
Lynn Feldman, Secretary