

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

March 25, 2021, at 7:00 p.m. by Zoom Video Communications

In Attendance: Barry Cohen, Nancy Holler, Bob Fager, Lynn Feldman, Kathy Osmond,
Carrie Nedick, Lisa Luciano, Lisa Roth

Absent: Lynne Harakal

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 February 25, 2021 minutes by amending the words “first draw” and replacing with the words “initial budget”, under Expansion Committee on page 2. Kathy Osmond seconded the motion and the February 25, 2021, minutes were unanimously approved with the foregoing change.

TREASURER’S REPORT:

Bob Fager made a motion to accept the February 2021 Financial Statement. Lisa Luciano seconded the motion and the February 2021 Financial Statement was unanimously accepted.

OLD BUSINESS

STRATEGIC PLAN/DIVERSITY: Debbie Jack and Lisa Roth

Diversity discussion by the Board. Debbie Jack shared with the Board a list of the virtual programs that were held with diversity in mind. Moving forward, Debbie will share a list of either total items purchased for the collection or specific titles purchased. This will appear as an Action Item.

EXECUTIVE DIRECTOR ORAL: Debbie Jack

EXPANSION:

1. April 7, 2021, is the punch list goal.
2. The temporary Certificate of Occupancy expires April 12, 2021.
3. On April 5, 2021, the catalog will be turned on. Only curbside pick-up until the library receives its permanent Certificate of Occupancy.
4. The library is considering computer appointments, possibly 4 each hour, to maintain social distancing.
5. Lisa Luciano made a motion that for single purchases over \$2,000 for the expansion, the Board be emailed to obtain their approval by majority vote. Lisa Roth seconded the motion and it was unanimously approved.
6. Debbie Jack presented a new amount of funds to be approved as necessary incidentals for the expansion. Kathy Osmond made a motion to approve an additional amount of \$7,700 for the purchase of incidentals for the expansion. Bob Fager seconded the motion and it was unanimously approved.

PERSONNEL:

Debbie Jack explained the need for a new position of Facilities Manager. Kathy Osmond made a motion to approve the creation of this new position. Nancy Holler seconded the motion and it was unanimously approved.

COMMITTEE REPORTS

FRIENDS: Nancy Holler and Carrie Nedick

There was discussion regarding establishment of a fund, like an endowment, with the Friends funds that would be donated to the library. Various options were discussed regarding investing, income, and a schedule of how the monies would be disbursed from such a fund. It was decided that the Finance Committee, along with Carrie Nedick, should meet to start discussions in this regard.

The Board went into Executive Session to discuss a personnel matter at 8:58 p.m.

The Board came out of Executive Session at 9:05 p.m.

The Board meeting adjourned at 9:05 p.m. on motion of Bob Fager, seconded by Carrie Nedick.

The next Board meeting will be held on Thursday, April 22, 2021, at 7:00 p.m. by Zoom.

Respectfully submitted,
Lynn Feldman, Secretary