



South Haven Memorial Library August 11, 2020 Minutes

Members:

Catherine Jarvie –President
Lois Howard –Vice President
Marilyn Bertorelli –Treasurer (*Absent*)
Ida Sledge -Secretary

Jean Stein – Trustee
Marge Lampe-Trustee
Elaine Shumaker- Trustee (*Absent*)

(A Zoom board meeting was held due to Covid-19)

Also Present: James France, Director

Call to order: The meeting was called to order by president, C. Jarvie at 7:10 p.m.

Approval of minutes for July 14, 2020: Motion for approval by L. Howard supported by M. Lampe Motion carried. A copy will be sent to city council.

Approval of agenda for August 11, 2020: Motion for approval as presented by C. Jarvie supported by L. Howard. Motion carried.

Public Comments: None

Director's Report: Overdrive checkouts: 1,026. Books dropped off are *still* quarantined for 3 days. Curbside service remains the same: **Tuesdays** 10-2:00, **Thursdays** 2-6:00, and **Saturdays** 10-2:00. Longer hours will be added beginning in September. MeL started August 10th. (*Books will be quarantined for 4 days. This is a one day increase from last month*). Summer Reading Program has started online. As expected, few students are enrolled in this program.

- During Covid-19 total capacity is limited to 20 patrons and 30 minutes on a computer. No problems.
- All staff employees are working
- During construction we will not be accepting any books. Will be donating some books to Better World Books
- Received \$500.00 from Cares Grant for PPE (**P**ersonal **P**rotection **E**quipment) and cleaning supplies.
- Received \$2,260.00 from Coop (Southwest Michigan Library **C**ooperative) *\$260.00 for PPE & cleaning supplies.
- Bids for construction due next week. Project expected to begin in October 2020

Treasurer's report: (*M. Bertorelli absent*) Board members viewed budget performance-operations. **Total income:** \$9,617.85, **Total expenses:** \$24,591.40 (**July 2020**), **Vendors' bills** totaled \$23,709.33 for the month. **Debit card:** \$623.98, **July 2020 Payroll:** \$14,934.52, **Library/SS/Medicare:** \$1,132.92. Motion to pay vendor bills by L. Howard supported by M. Lampe. Motion carried.

Correspondence: None

Old Business:

New Business:

Board Comments: Open discussion concerning location during construction. Abonmarche is looking into options. Board members can also look for temporary building usage during this time.

Adjournment: Motion to adjourn by C. Jarvie supported by I. Sledge. Meeting adjourned at 7:50.

Next regular meeting: September 8, 2020

Respectfully submitted,

Ida Sledge, Secretary