

This meeting was held electronically at the Perry Public Library.

Following the Governor's Emergency Public Health declaration in response to the current COVID-19 situation, this meeting was held electronically. Public access to the meeting was obtained by one of the following methods.

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**The format of this meeting is due to the
State Public Health Emergency Declaration regarding Covid-19
and will be conducted pursuant to
Iowa Code 21.8 and the Proclamation of Governor Kim Reynolds
dated March 19, 2020.**

The Perry Public Library Board of Trustees met in regular session on Thursday, December 10, 2020 at 8 a.m.

Note: This meeting was entirely conducted electronically.

Board members Mark Miller, Margaret Ruggle, Heather Karolus, Rosa Gonzalez, and Jeremy Winter were present. Library Director Mary Murphy and Deputy Library Director Misty VonBehren were also present.

Board President Mark Miller called the meeting to order.

Agenda – Margaret Ruggle moved to approve the agenda with Heather Karolus seconding the motion. MCU.

Minutes – Jeremy Winter moved, and Margaret Ruggle seconded a motion to approve the minutes of the November 12, 2020 meetings. MCU.

Financial Statements – Gift Fund bills were presented with deposits and expenses explained. Heather Karolus moved, and Rosa Gonzalez seconded a motion to approve checks #6010- #6015 in the amount of \$1,202.45 from the Gift Fund and the City of Perry Library Fund Status Report. MCU.

Unfinished Business:

Building Project – Director Murphy reported that the FINAL (final) Walk Through with the Architect and Contractor occurred on December 2, 2020. Grant Reports are done except for the financials. Blue Ribbon Builders has not submitted their final payment request. Until they do the grant reports cannot be finished.

Health Initiatives Grant – The final report and reimbursement request will be sent off next week.

Reopening – Mark Miller moved to stay continue serving the community curbside with building closed until the next library board meeting and then discuss reopening at that meeting. Margaret Ruggle seconded the motion. MCU.

New Business:

Library Budget – Another Capital Request was presented by Director Murphy. The blinds in the building have not worked in a consistent manner for quite awhile, years in fact. A consultant reviewed the window treatments and advised abandoning the current automated blind system and replace it with stationary blinds. The good news is that only six windows would require special-ordered blinds. The rest of the windows (115) are square or rectangle and would need blinds that would not need special ordering.

The Budget Procedure has changed this year, capital request being considered in December and General Fund Budgets being discussed in January. Worksheets for the Library General Fund Line Items will be sent in January.

Librarian's Report:

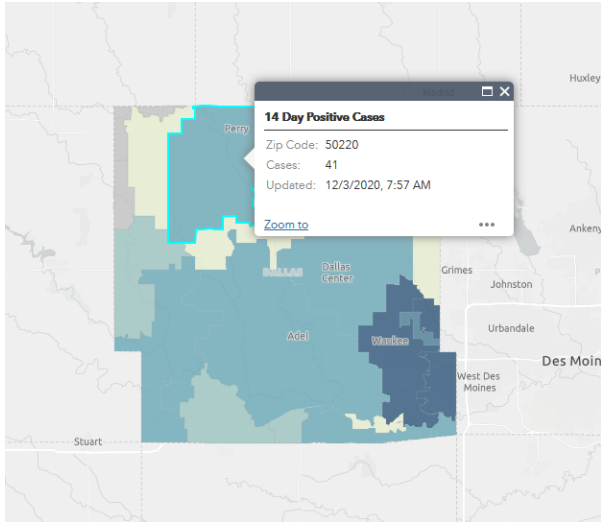
Statistics – Discuss at meeting.

In December, Community Helpers themed Online Storytimes and Wee Wonders continue along with the new cooking program called 'Books and Bites' for first and second graders. All programs are virtual but cooking kits are made up for all participants to be picked up curbside.

The grant report and last request for reimbursement for the Health Initiatives grant will be presented at the Library Board Meeting.

The 2020 Library Building Renovation is finished. The last of the items that needed to be done by Blue Ribbon Builders was finished on Wednesday, December 2, 2020. We still have some organizing to do at the library, but we are seeing the light at the end of the tunnel. Several of the additional projects have been completed such as the wainscoting and painting of the study room/quiet lab, new catalog computer tables, the new security gates, and the new fabric on the end panels of the bookshelves. We are still working on signage, weeding the collections, moving the collections, and the library quotes on the wall at the new east entrance.

We are maintaining curbside service with checking out materials, printing, copying, faxing, and Notary Service. Please see below. At the time of this report the number of Covid-19 cases in the Perry zip code is 41.



Board Education – Library Budgeting

The next normally scheduled meeting is on Thursday, January 14, 2020 at 8 a.m. in the library’s small meeting room or may be held electronically depending on the Covid-19 situation. The public is always welcome.

Heather Karolus moved to adjourn the meeting with Rosa Gonzalez seconding. MCU.
Meeting adjourned.

Respectfully submitted, Mary K. Murphy, Library Director