Hastings Public Library Board of Trustees
Minutes of Board Meeting on February 3, 2020

1. **CALL TO ORDER** - The meeting was called to order by Brehm at 4:30 PM.
   a. Board members present were Norma Jean Acker, Jordan Brehm, Kim Bosma, Audrey Burton, Sheena Eastman, David Koons, John Resseguie and Mary Rivett. Jeff Kniaz was absent due to job commitments.

   b. Also present were Peggy Hemerling, David Edelman and Diane Hawkins.

2. **APPROVAL OF THE AGENDA:** It was moved by Resseguie, supported by Burton, that the agenda be approved as written.  **Motion Approved.**

3. **COMMENTS FROM THE PUBLIC:** There were none.

4. **COMMUNICATIONS:** There were none.

5. **APPROVAL OF THE REGULAR MEETING MINUTES, January 6, 2020:** It was moved by Resseguie, supported by Eastman, that the minutes of January 6, 2020 be approved as written.  **Motion approved.**

6. **APPROVAL OF THE MINUTES of policy committee meeting, January 13, 2020:** It was moved by Eastman, supported by Koons, that the minutes of January 13, 2020 be approved as written.  **Motion approved.**

7. **FINANCIAL REPORTS AND INVOICES:** It was moved by Bosma, supported by Burton, that the December financial reports and invoices be accepted as presented.  **Motion Approved.**

8. **COMMITTEES**
   a. **Budget & Finance:** Meeting date set for 17 February, 2020 at 4:30pm
   b. **Building & Grounds:** - none
   c. **Personnel:** - none
   d. **Policy Committee Report:**
      i. **Social Media Policy:** It was moved by Ackers, supported by Resseguie, that the Social Media Policy be adopted as recommended by the Policy Committee. **Motion Approved.**
ii. FOIA Policy: It was moved by Resseguie, supported by Acker, that the City of Hastings FOIA policy be followed by the Hastings Public Library.

e. Marketing: none

9. LIBRARY DIRECTOR’S REPORT – Attached

10. UNFINISHED BUSINESS: There was no unfinished business.

11. NEW BUSINESS –

   a. **Review estimate for two HVAC controller replacements:** A vote on paying for the controller replacements was tabled until additional questions about controller replacements and a third controller are answered in a meeting with T.H. Eifert. Resseguie and Koons will take part in that meeting.

   b. **Budget Amendment for Building Repair & Maintenance account:** A vote on asking for a budget amendment was tabled until after questions about further work on the HVAC system have been addressed and an accurate price for repair is determined.

   c. **Video Projector Replacement:** The vote on replacing the video projector was tabled until Hemerling can secure a second bid.

12. BOARD MEMBER COMMENTS: Eastman announced that she has accepted a position in Ohio and that the March Board meeting will be her last.

13. ADJOURNMENT: It was moved by Resseguie, supported by Burton, to adjourn the meeting at 5:34 PM.