



**Hastings Public Library Board of Trustees
Minutes of Board Meeting on November 2, 2020**

1. **CALL TO ORDER** - The Zoom meeting was called to order by Kniaz at 4:32 PM.
 - a. Board members present were **Norma Jean Acker, Kim Bosma, Audrey Burton, Jeff Kniaz, David Koons, John Resseguie** and **Mary Rivett**. Jordan Brehm had a family vehicle situation and Kelli Newberry was absent due to her Cross Country Team participating in the League Championship.
 - b. Also present were Peggy Hemerling, David Edelman, and Diane Hawkins.
2. **APPROVAL OF THE AGENDA:** It was moved by Burton, supported by Resseguie, that the agenda be approved as presented. **Motion Approved**
3. **COMMENTS FROM THE PUBLIC** - none
4. **COMMUNICATIONS** - none
5. **APPROVAL OF THE MINUTES OF October 5, 2020**
 - a. It was moved by Bosma, supported by Resseguie, that the minutes of October 5, 2020 be approved as written. **Motion Approved**
6. **FINANCIAL REPORTS AND INVOICES**
 - a. **Invoices for September**
 - b. **September Budget Report**
 - c. It was moved by Acker, supported by Rivett, that the financials be accepted as reported. **Motion Approved.**
7. **COMMITTEES**
 - a. Budget and Finance: none
 - b. Building and Grounds: Board members were informed of the punch list of items that they would like to see address. These were found during the committee's walk around the grounds and through the building on October 12th.
 - c. Personnel: none
 - d. Policy: none
 - e. Marketing: none

8. **LIBRARY DIRECTOR'S REPORT:** The report is attached.

9. **UNFINISHED BUSINESS:**

- a. Fines Free Clarification: Hemerling asked the Board members to clarify which library items would be included in the overdue fines free designation decided on at their October meeting. It was decided to amend the previous motion to make it clearer. It was moved by Burton, supported by Resseguie that no overdue fine will be charged on books, movies and audio books. **Motion Approved.**

10. **NEW BUSINESS:**

- a. 2021 Board Meeting Schedule – It was moved by Acker, supported by Bosma, that the July Board meeting being changed to July 12th from July 5th due to the July 4th holiday. Most other meetings will be held on the first Monday of each month. **Motion Approved.**
- b. Privacy Policy: It was moved by Burton, supported by Resseguie, that the Privacy Policy be accepted as written. **Motion Approved.**
- c. Criteria for closure due to COVID-19: It was the suggestion of the Board that the Library follow the guidelines set down by the MDHHS and MIOSHA for retail businesses.

11. **BOARD MEMBER COMMENTS:**

- a. Rutland Township sent commendations through Audrey Burton to the staff on the way they are handling the COVID situation.
- b. Resseguie asked if they would receive some kind of notification regarding the virtual Library Trustee training.
- c. Burton asked if the open letter regarding hate had been published in the paper.
- d. Kniaz complimented the staff on the way they are handling the COVID situation.

12. **ADJOURNMENT:** It was moved by Burton, supported by Rivett, to adjourn the meeting at 5:15.
Motion approved.