



**Hastings Public Library Board of Trustees**  
**Virtual Meeting**  
**Minutes of Special Board Meeting on May 18, 2020 – 4:30**

1. **CALL TO ORDER** - The meeting was called to order by Kniaz at 4:35 PM.  
Board members present were Norma Jean Acker, Jordan Brehm, Kim Bosma, Jeff Kniaz, David Koons, Kelli Newberry, and John Resseguie. Absent members were Audrey Burton, and Mary Rivett, who was travelling for work. Also present were Peggy Hemerling, David Edelman and Diane Hawkins.
  
2. **APPROVAL OF THE AGENDA:** It was moved by Bosma, supported by Resseguie, to approve the agenda after correcting Item 6b to read “Re-opening plan pp. 7-22. **Motion Approved.**
  
3. **COMMENTS FROM THE PUBLIC:** There were none.
  
4. **COMMUNICATIONS:** There were none.
  
5. **LIBRARY DIRECTOR’S REPORT:** Hemerling reported that she will be applying for a CARES Act grant administered through the Library of Michigan that will help cover the cost for PPE equipment and facilities supplies that will be needed when the library is re-opened. She will also be applying for a second CARES Act grant for digital inclusion supplies and services. Sixty masks have been donated for staff use. An T.H. Eifert technician has started repairing the HVAC system. Through information gained from meetings with library directors she has learned that we need to adopt a Pandemic/Natural Disaster Policy. A Policy Committee meeting has been scheduled for Tuesday, May 26, 2020 at 4:30. Hemerling will set up that Zoom meeting.
  
6. **UNFINISHED BUSINESS:**
  - a. **2020-2021 Budget:** Hemerling provided an overview of the proposed budget for the 2020-2021 fiscal year. She noted that the total budgeted amount is much lower than in previous years, primarily because the Library will no longer be charged administrative services fee by the City There is also a projected reduction in state aid and penal fine due to the effects of the Covid-19 pandemic. It was moved by

Kniaz, supported by Resseguie, to approve the budget as presented. **Motion approved.**

- b. Re-opening Plan: It was moved by Kniaz, supported by Acker, to approve the Re-opening and Preparedness Plans put together by Edelman, with amendments. **Motion approved.**

**7. NEW BUSINESS**

- a. **Commit additional fund balance toward the cost of the windows:** It was moved by Kniaz, supported by Resseguie, that we commit \$100,000 of the fund balance toward the replacement of the windows. **Motion approved.**

**8. BOARD MEMBER COMMENTS:** None

- 9. ADJOURNMENT:** It was moved by Kniaz, supported by Resseguie, to adjourn the meeting at 5:23 PM.