

**ADA PUBLIC LIBRARY BOARD OF TRUSTEES**  
**March 16, 2020 – 9:00 A.M.**

The Ada Public Library Board of Trustees met in regular session on Monday, March 16, 2020 at 9:00 a.m.

Oath of office was administered to new Board member, Ann Donnelly Hamilton.

Roll Call: Erin Chrissobolis, present; Connie Fleming present; Steve Johnson, present; Jamie Wills, present; Noah Ristau, present; Bethany Spieth, present; Ann Donnelly Hamilton, present.

The minutes of the February 18, 2020 Regular Monthly Meeting were approved by the Board as previously distributed.

**FISCAL OFFICER REPORTS:**

- A. The Fiscal Officer presented the Financial Report which includes a Receipts report, Payment Report, Income Statement, and Bank Reconciliation (see attachment A). Additionally, the Fiscal Officer reported the PLF revenue for October as \$14,772.10 from Hardin County.

After discussion, Jamie Wills moved, seconded by Connie Fleming to accept the fiscal officer's reports. Roll call: All yea. Motion carried.

**CORRESPONDENCE:** Bethany Spieth read a thank you note from Morgan Deems thanking the Board for considering her for the vacant Board position.

**DIRECTOR'S REPORT from Rhett Grant** (see attachment B).

**YOUTH SERVICES COORDINATOR'S REPORT from Walton.** (no report was presented).

**COMMITTEE REPORTS:**

**Steve Johnson** – Chairperson—Building & Grounds. **Nothing to report.**

**Connie Fleming** – Chairperson—Audit/Finance/Investment. **The committee met to discuss the permanent appropriation. Connie discussed her communication with Ada Public School District Treasurer concerning the Library's health insurance policy. She recommended that the Board maintain the current health insurance policy.**

**Jamie Wills** – Chairperson – Publicity-Library Relations/Services (includes Employee Recognition). **Nothing to report.**

**Rhett Grant & Nancy Stauffer** – Chairpersons – Records Commission. **Nothing to report.**

**Noah Ristau**– Chairperson - Personnel Committee (includes legislation). **Noah commented that we need to focus on staff morale and safety during the pandemic. He commented that he will stay in touch with the Director during this time.**

**NEW BUSINESS:**

**ADA LIBRARY PANDEMIC PLAN.** The Director presented the Ada Library Pandemic Plan. The policy includes guidelines for staff compensations during a pandemic. After discussion, Bethany Spieth moved and Jamie Wills seconded to approve the policy as presented. Roll call: All yea. Motion Carried. (see attachment).

**CLOSING OF THE LIBRARY.** After the Board discussion of the COVID-19 Pandemic, Connie Fleming moved and Erin Chrissobolis seconded to close the Ada Public Library immediately following the Board meeting and remain closed through April 4<sup>th</sup> and the staff will be paid for their regularly scheduled hours. Roll call: All yea. Motion Carried.

**2020 PERMANENT APPROPRIATIONS (RESOLUTION 1-2020).** The Fiscal Officer presented the 2020 Permanent Appropriations. Motion was made by Noah Ristau and seconded by Connie Fleming to approve the 2020 Permanent Appropriations Resolution 1-2020 as presented. Roll call: All yea. Motion Carried.

The appointment of committee chairpersons was tabled until the April meeting.

At 10:06 a.m., Bethany Spieth, declared the meeting adjourned.

  
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President

  
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Secretary