

Minutes for July 2020.

The Hand County Library Board of Trustees met on Monday, July 27, 2020 at 4:00 p.m. in the Historical Room of the Hand County Library.

Members present: Chairman Andrea Fiala, Trustees Mike Anglin, Mike Donlin, Gloria Keck, and Librarian Mary Breitling.

Members absent: Marianne Peterka

Mr. Anglin made a motion, seconded by Mrs. Keck that a unanimous ballot be cast re-electing Andrea Fiala as chairman and Mike Donlin as vice-chairman. Motion carried.

Motion by Mr. Donlin, seconded by Mrs. Keck, to approve the minutes. Motion carried.

The library will be closed on Monday, September 7 for Labor Day.

The summer reading program ended July 26, with a total of 50 children participants and 6 adult participants.

Discussion was held in regards to moving to Phase 3 of the reopening plan, the board determined the library should stay at Phase 2 for another month and will reevaluate at the next board meeting.

Mr. Donlin made a motion to approve the Library Policy Manual with minor changes. Mr. Anglin seconded, motion carried.

Mary Breitling discussed that Dramstad Refrigeration & Electric came and looked over the air conditioning unit. No areas of concern were found but it was recommended a 3 Phase Line Backer which acts like a surge protector for the air conditioning unit be installed. Hughes Electric can complete the installation with a charge of \$489.00 for unit with an additional charge for labor costs. Mary was instructed to contact Hughes Electric to install the unit.

Mary Breitling reported the insurance adjuster had been to the library to look at the roof. The insurance company will cover \$7,855.75 minus a \$250.00 deductible for the hail damage that has occurred initially. After the work is completed, an additional \$7,855.75 will be received.

ProTec roofing was contacted to look at replacing the library roof. After inspection, a bid of \$44,268.00 was given with a 15 year warranty. To add an additional 2.5" of Polyiso and wood blocking, the cost would increase by \$9,600.00. By doing this, the R-Value would go from R-Value29 to R-Value 43. This information will be presented to the County Commissioners at their next meeting.

The Chairman declared an executive session to discuss personnel.

Upon returning to regular session, the board instructed Mary Breitling to run the advertisement for a library aid in The Miller Press for 2 more weeks, post the opening on the Hand County Library Facebook page, and extend the deadline to August 18 in hopes to get more applicants.

The next Board meeting will be held on Monday, August 24, 2020, at 4:00 p.m.

Motion was made by Mr. Anglin, seconded by Mr. Donlin, to approve the bills and Financial Report. Motion carried.

A & B Solutions	#(425) service contract	\$ 50.46
Booklist	#(426) subscription renewal	\$ 394.50
Book Systems	#(422) circulation software renewal	\$1,885.00
Demco	#(426) supplies	\$ 95.35
Dramstad Refrigeration & Electric	#(425) air conditioner maintenance	\$ 128.78
Ingram	#(426) books ordered	\$ 465.25
Midcontinent Communications	#(428) telephone services	\$ 41.08
City of Miller	#(428) utilities	\$ 315.41
Recorded Books	#(426) audio books	\$ 152.96
Mary Breitling	#(410) salary	\$ 1601.88
Debra Bushfield	#(410) salary	\$ 182.52
Ray Caffee	#(410) salary	\$ 1679.44
Connie Schroeder	#(410) salary	\$ 750.40

Meeting adjourned.

Mary Breitling, Librarian



Andrea Fiala, Library Board Chairman

