

BROOKINGS PUBLIC LIBRARY
BOARD OF TRUSTEES
July 23, 2020
MEETING MINUTES

The Board of Trustees of the Brookings Public Library met on Thursday, July 23, 2020 at 12:00 pm in the Cooper Room at the Brookings Public Library.

MEMBERS PRESENT: Sarah Meusburger, Doug O'Neill, Deb Waltman, Kathy Miller

OTHERS PRESENT: Ashia Gustafson, Jen Anderson

1. Call to Order

Sarah Meusburger called the meeting to order.

2. Approval of Agenda

Sarah Meusburger called for approval of the meeting agenda. Deb Waltman moved to approve the meeting agenda. Doug O'Neill seconded. Motion carried.

3. Approval of Minutes

Sarah Meusburger called for approval of the minutes from the June 11, 2020 meeting. Doug O'Neill moved to approve the meeting minutes with correction of the next meeting month. Deb Waltman seconded. Motion carried.

4. Old Business

4.1 General Budget 2021

Ashia Gustafson presented the General Budget 2021 and CIP to the Library Board members. The Library Board members discussed the General Budget 2021 and the Capital Improvement Plan 5-10 years.

5. New Business

5.1 Approval of Bills

The Library Board members discussed the June 2020 bills, budgets and expenditures. Kathy Miller moved to approve the MONTH 2020 bills. Doug O'Neill seconded. Motion carried.

5.2 Gifts CD

Ashia Gustafson presented the Century Bank CD information to the Library Board members. CD is coming due next week. Ashia Gustafson requested \$4,950 from matured CD to be used for programs and purchasing high dollar items. The Library Board members discussed the use and amount of CD funds. Doug O'Neill moved to honor the requested amount of \$4,950 due to the current COVID situation. Kathy Miller seconded. All in favor was Kathy Miller, Doug O'Neill and Sarah Meusburger. All opposed was Deb Waltman. Motion carried. Sarah Meusburger called for a motion for the remaining balance of CD. Deb Waltman moved to create a new CD with the remaining balance into a 24 months CD. Kathy Miller seconded. Motion carried.

6. Other Items & Reports

6.1 Financial Report

Ashia Gustafson presented the review of the 2020 Budget through June to the Library Board members. The Library Board members discussed the budget.

6.2 Librarian's Report

Ashia Gustafson presented the monthly report to the Library Board members. The Library Board members discussed COVID situation and the services that the Library offers.

7. Public Comment on Items not on Agenda

8. Next Meeting: Thursday, August 13 at 12:00 PM

9. Adjournment

Deb Waltman moved to adjourn the meeting. Kathy Miller seconded. The meeting adjourned at 12:55 pm.

Respectfully submitted,
Ashia Gustafson,
Director of Library Services