

**Chelsea District Library Board of Trustees
Minutes of Regular Meeting**

Tuesday, September 15, 2020 6:45 pm
Meeting Location: Remote, Using Zoom

Trustees in Attendance: S. Lackey, TJ Helfferich, G. Munce, J. Carr, E. Sensoli, & C. Taylor.

Trustees Absent: A. Merkel

Staff: Director L. Coryell & C. Berggren.

Guests: None

Welcome and Call to Order

S. Lackey called the meeting to order at 6:47 p.m.

Agenda Review, Additions, and Approval

MOTION made by J. Carr, SECONDED by C. Taylor to approve the agenda, as presented. Discussion: None

All Ayes: 6-0

Compulsory Segments:

Minutes and Approval of Checks

MOTION made by TJ Helfferich, SECONDED by G. Munce to approve the minutes of the August 18, 2020 Budget Hearing Meeting. Discussion: None

All Ayes: 6-0

MOTION made by C. Taylor, SECONDED by G. Munce to approve the minutes of the August 18, 2020 Board Meeting. Discussion: None

All Ayes: 6-0

MOTION made by TJ Helfferich, SECONDED by G. Munce to accept the General Fund Operational checks for August, 2020. Discussion: None

All Ayes 6-0

MOTION made by J. Carr, SECONDED by C. Taylor to accept Financial Reports for August, 2020. Discussion: None

All Ayes: 6-0

Director's Report Update:

L. Coryell update:

- Two changes coming to our curb-side service, both starting October 5: we will start circulating laptops and Saturday hours will be extended until 5 p.m.
- Lori is currently working on a public Covid update for the library and that should be available in the next couple of weeks.

Friends Report:

- Jan reported that Books By Chance is eliminating it's online sales service, so we have lost them as a resource. The Friends will need to decide what to do with the 27 boxes that Books By Chance is returning and how to sell these more valuable books going forward.
- Gary asked how the Staff In-Service went with Torrance Learning and commended the library for using a local business. Lori shared that it went great and that she and Susan have discussed using them for a similar program for the Board Retreat.
- TJ suggested maybe using Abe's or Powell's for online book sales and asked about Young at Art and whether people were coming to the exhibit? Lori reported that people are coming, including Jan, and that the reception has been excellent.
- TJ was also wondering if the library could put pictures of books on shelves for browsing purposes onto the website, similar to what we do on Facebook, so that those not on Facebook have the same opportunity to browse parts of our collection? Lori thought that was a great suggestion.
- Gary asked how we're doing Training By Request as part of the Strategic Plan and mentioned that this is still a necessity for individuals at the Senior Center. Lori assured him that we are still offering this service and will work on getting the word out.

Other Reports Notes: None

Public Comment: None

Action Item #1: 2021 Budget Approval

MOTION made by C. Taylor, SECONDED by G. Munce to approve the library's proposed 2021 budget that was discussed at the August 18 Budget Hearing.

Discussion: None

Roll-Call Vote:

Elizabeth	Aye
Jan	Aye
Gary	Aye
TJ	Aye
Charlie	Aye
Susan	Aye

All Ayes 6-0

Committee Reports

Policy Committee –

Finance Committee –

Personnel Committee –

Nominating Committee –

Community Outreach Committee –

Public and Board Comment: None

Other Items: Gary asked how far along board members were in their terms and whether anyone was up for reappointment? Lori answered that only TJ's term is up at the end of this year, and as an At-Large appointee, it's up to the board to reappoint her.

Adjourn:

MOTION made by C. Taylor, SECONDED by E. Sensoli to adjourn the meeting at 7:34 p.m.

All Ayes, 6-0

Janice L. Carr, Board Secretary

Date