

**Clearwater Country Free Library District
Board of Trustees Meeting
Minutes May 12, 2020**

Meeting called to Order 5:06 pm by Chair Jim Everett via online ZOOM.
Present: CCFLD Board Members: Rosan Monaghan, Ellen Tomlinson, Don Ebert
Director: Terri Summerfield

Guests: Emily Sitz, ICfL assisted with hosting the ZOOM meeting. Additional online guests: Jo Sharrai, Cleo Costellanos, Marge Kuchynka, Scott McDonald, Eric Maceachern

Support4Business Reports: Don needed to leave early and asked to give his report on Support 4 Business. Due to the Zoom meeting, he did not prepare handouts. He will have a print out at the next live meeting. Tabled.

Minutes: Rosan moved to accept April minutes. Don 2nd, Roll call vote all approved.

Treasurer's Report -Rosan reviewed the financial reports. Jim had questions on why the payroll account was \$20,000 off the bank statement. Terri explained that she had made the transfers in Quickbooks in April for the 3rd quarter payroll but the money did not actually get transferred at the bank until May.

5:18 Anne Lozar joined the meeting.

5:19 Don Ebert left the meeting.

Bills: Ellen moved to accept the April bills for \$64,450.68. Rosan 2nd, Roll call vote, all approved.

Account Flow Sheet: Jim reviewed his bank account flow sheet.

Report Formats: Discussion on the Budget Hearing and notice format. Rosan said she submitted the forms to Carrie and our Budget hearing is set for August 11, 2020 at 5:00. Last years notice was reviewed and discussion held on this year's format. Board decided to table discussion until the June meeting and to have different formats available to review.

Directors Report *(Director's reports & financial reports were emailed previously to board members. (See Attached))*

Terri review the highlights of her report.

CMPL Reports: Cleo reviewed her report adding that the grab bag of free books were very popular.

Unfinished Business:

Planning Committee: Ellen reported that she has determined the committee can meet on either Wed or Thursdays. Once we are out of the Covid-19 shut down, she will arrange the meeting. Emily has agreed to assist, especially with the first meeting and will provide documents and guidance for planning.

Policy Manual Review: Tabled

New Business

Reopening Plan: Terri reviewed her plans for reopening the library. Terri asked for the boards input. Discussion held. Jim wanted it noted that the Director has used her own discretion to open the library.

Adjourned: Anne moved to adjourn at 6:06 pm. Rosan 2nd. Approved

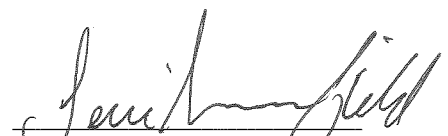
Next Meeting June 9th, TBD

Approved:

6/9/20
Date



Jim Everett, Chair



Terri Summerfield, Director