

COLE LIBRARY BOARD OF TRUSTEES MINUTES

MARCH 24, 2020

PRESENT: Cathy Boggs, Greg Cotton, Deb George, Tracey Louwagie, Gwen Schimek,
Diana Corcoran, Bob Meeker.

- I. The meeting was held on-line via ZOOM due to the Covid 19 pandemic. We were connected and the meeting was called to order by President Deb George at 8:34 a.m.
- II. The minutes from the February meeting were approved.
- III. REPORTS:
 - A. PRESIDENT: President George expressed appreciation for Cathy Boggs' work with the Mount Vernon City Council over budget requests.
 - B. PUBLIC LIBRARIAN:
 1. The final cost for the Children's Room Shelving was \$545, which was less than the \$700 estimate. June is the anticipated time for completion.
 2. COVID 19 CLOSING: Cathy messaged 1,068 contacts that the Cole Library would close for 4 weeks due to the pandemic. There was a rush to check out materials and return items. Items were quarantined for three days before being reshelved. Protective gloves were changed before each contact with patrons. Grace is being extra cautious because she is expecting. All programing is being cancelled indefinitely. The staff is working in the building.
 3. A friend of Betty Budack donated \$200.00 in memorium and a note of appreciation was sent.
 - C. LIBRARIAN:
 1. Reviewed the financial report.
 2. A new gate on the first floor entrance has been installed.
 3. The income from the county has been deposited, about \$27,000. That is approximately \$1,500 more than budgeted.
 4. Available funds at this date are \$8,700, plus the \$1,500 from the county.
 5. The campus mail room is open and making deliveries to the library.
- IV. MAJOR BUSINESS:
 1. The Handicapped Entrance needs repair at an estimated cost of \$11,000. The Mt. Vernon City Council has set the FY21 Budget for the Public Library at \$109,550, an increase of \$12,000. That increase can be used to repair the handicapped entrance.
 2. COMPARISON OF PER CAPITA COSTS FOR AREA LIBRARIES.

| | |
|------------|------|
| Lisbon | \$26 |
| Solon | \$49 |
| Ave. | \$47 |
| Mt. Vernon | \$16 |

3. FIVE YEAR SURVEY

1. This is a state required “COMMUNITY SURVEY”, due every five years.
2. We will include the survey in one of the city’s semiannual mailings which occur in April and October. We will use the OCTOBER mailing to distribute the survey and will be able to process the data in time to meet the 2020 deadline.

The next meeting will be April 21, 2020 at 8:30 a.m. We will decide later whether we need to meet online or gather in Room 326.

The meeting was adjourned.

Respectfully submitted;
Bob Meeker