

Romeo District Library Regular Board Meeting
Graubner Library 7:00 P.M.
February 12, 2020

1. Call To Order

Miller called the meeting to order at 7:00 P.M.

Present: Mike Arcy, Bill Grandstaff, Elizabeth Miller, Liane Miller, Ralph Musilli, Polly Wilson
Staff Present: Claire Lopiccolo, Carla Heck, Linda Schultz

2. Pledge of Allegiance

3. Public Participation

None

4. Approval of the Agenda

Wilson moved and Musilli supported motion to approve the agenda of the Regular Board Meeting of February 12, 2020.

AYES: Arcy, Grandstaff, E. Miller, L. Miller, Musilli, Wilson

NAYS: None

MOTION CARRIED

5. Consent Agenda

- a. Approval of the Minutes**
- b. Approval of Financial Reports**

Wilson moved and Musilli supported motion to approve the consent agenda.

Roll Call:

AYES: Arcy, Grandstaff, E. Miller, L. Miller, Musilli, Wilson

NAYS: None

MOTION CARRIED

6. Director's Report

Lopiccolo gave an overview of items outlined in her director's report. Lopiccolo also spoke to the following items not included in the director's report:

- Patrons are now able to check out T-Mobile Hot Spots for intervals of two weeks at a time. If not returned after two weeks, the library has the ability to turn device off. Patron will have to pay if equipment is lost or damaged, otherwise there are no fees for use of these hot spots.
- Lopiccolo reviewed proposed changes concerning the library privacy act that has been in existence since 1982. Changes are intended to better protect both the library as well as its patrons.
- Lopiccolo showed samples of RDL window clings that can be used on windows such as cars, store fronts, etc. in an effort to continue with awareness of the library within the community.

7. President's/Trustees' Reports

E. Miller stated that she, Grandstaff and Lopiccolo will be attending the Romeo Village Trustee meeting to be held on Tuesday, February 18th. Miller intends to introduce Lopiccolo to the board at which time she will turn it over to her for a library update.

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8. Old Business

a. Review of Strategic Plan May 2018 – May 2021

Lopiccolo gave a line item status update on the current RDL strategic plan.

9. New Business

a. Presentation of Donation From Friends of the Library

Friends President, Marcie Cornett, VP/Secretary, Joyce Hennessee, and Treasurer, Sandy Pelfrey, presented the RDL board with a \$25,000 check as part of the monies required to purchase a van to be used for outreach to schools, daycares, senior facilities as well as underserved areas of the community.

b. Approval of the Outreach Van Purchase

Musilli moved and L. Miller supported motion to approve the purchase of a Ford Transit 250 and all of its accompanying expenses for a total of no more than \$76,000.

Roll Call:

AYES: Arcy, Grandstaff, E. Miller, L. Miller, Musilli, Wilson

NAYS: None

MOTION CARRIED

Lopiccolo read aloud the mission statement for the outreach van and reviewed a detailed time line. A policy is currently being written for use of the van and will be posted on the web site once completed.

c. Approval of New Finance and Purchasing Policies

L. Miller moved and Arcy supported motion to approve the revised and consolidated Financial Policy and Purchasing Policy.

AYES: Arcy, Grandstaff, E. Miller, L. Miller, Musilli, Wilson

NAYS: None

MOTION CARRIED

d. Approval to Change Date of April 2020 Library Board Meeting

Grandstaff moved and Wilson supported motion to approve a change to our calendar so that the April Library Board Meeting would be held April 15 instead of April 8.

AYES: Arcy, Grandstaff, E. Miller, L. Miller, Musilli, Wilson

NAYS: None

MOTION CARRIED

10. Public Participation

None

11. Adjournment

At 7:59 P.M., Musilli moved and L. Miller supported motion to adjourn.

AYES: Arcy, Grandstaff, E. Miller, L. Miller, Musilli, Wilson

NAYS: None

MOTION CARRIED