

**HARTFORD CITY PUBLIC LIBRARY**

**Board of Trustees**

**Zoom-online**

**April 21, 2021 minutes of the regular meeting, submitted from director's notes by Jen Holst, recording secretary:**

Meeting was called to order by President Michael Tabor.

**ROLL CALL:** Members April Bartlett, ~~Dave Bowman~~, Camille Mealy, Kelli Ruble, ~~Judy Sadders~~, Michael Tabor, and Kay Waters; Director Michele Risinger; ~~Admin Jen Holst~~

**MINUTES** were approved as presented upon a motion by Camille, seconded by April; carried 5-0.

**FINANCIAL REPORTS:** Operating cash sitting quite comfortably to hold us through to July disbursement. 2021 distribution of Flatter distribution received; balance now over \$40,000. Funds transferred from First Financial and account closed. Appropriating funds this month from Rainy Day for construction contingency, to be returned if unused. Boren Park Grant is low since we've already paid for wood and materials for outdoor classroom project. Appropriations balances good so far.

**CIRCULATION REPORT:** Numbers similar to around this time last year, after having closed 3/23/20 due to the pandemic. Circs were starting to rise in the past couple months, but we have returned to limited access due to construction. Michele posted pix on our Facebook page of the temporary browsing and checkout areas in the meeting room; patrons can still place holds to be filled each afternoon as construction allows. The fire marshal pointed out that we can only be open to the public when the back door is accessible, but we will still offer curbside service to the greatest extent possible. Resource sharing remains steady.

**PROGRAMS:** Michele will send stats. The Friends Book Club is meeting virtually on their own, while we are just facilitating getting the books for them.

**PARK:** The architect/constructors submitted our building plans to the state as required by law; the fire marshal, also a building inspector, recently visited for annual inspection and expressed the need to have park plans and designs also submitted for approval by the state. Dustin George is having drawings prepared to navigate this unexpected hoop.

**DIRECTOR'S REPORT** - Construction prep:

Main floor: packing up last of staff desks and local history; shelving storage;  
plastic coverings; 2 public+2 staff PCs.

Children's: still packing books and last of staff desk; plastic coverings; OPEC computer.

**ACTION/ DISCUSSION ITEMS**

1. PERF Resolution – tabled.
2. PLAC Quarterly Report – signed.
3. Construction/Renovation – see Director's notes.

CLAIMS & CHECKS

Checks signed by Kay and sent last week. Claims will be reviewed at next in-person meeting.

Being no further business to come before the board, meeting adjourned.

The next SPECIAL board meeting will be APRIL 28, 2021, at 5 p.m., location TBD.

The next REGULAR board meeting will be MAY 19, 2021 at 5 p.m., location TBD.

Approved this 19th day of May, 2021:

Michael O. Alor

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Judith Sanders

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David A. Bauer

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April Battlett