

Alexandria-Monroe Public Library
Board of Trustees
Meeting Minutes
December 19, 2020

Members Present: Shelby Thomas, Pam Blake, Missy Giles, Susie Remington, Laura Jean Rowe, Gloria Lemaster, Kim Terry and Director Sarah Wallace.

Members Absent: None

1. Call to Order: President Shelby Thomas called the meeting to order at 6:02 P.M.

2. Approval of:

Pam Blake moved to approve the meeting agenda and minutes of the November meeting as presented. Missy Giles seconded and the motion passed.

3. Old Business:

- a. Parker Lighting: Wallace provided the board with an overview of the new, higher, estimate provided by Parker. After some discussion, and Wallace confirming that the funds were not available in to 2020 budget, it was suggested that this item be tabled for review in January. Giles moved to table for the January meeting; Laura Jean Rowe seconded and the motion passed. Susie Remington reminded everyone that when we move forward with this we need to include an “end date” in the contract.
- b. Election of 2021 Officers: The slate of officers nominated at the November meeting was unopposed, and all nominated were willing to accept the offices for the 2021 calendar year. Giles moved to elect the slate as nominated and Blake seconded. The motion passed unanimously and the officers for 2021 are as follows: Gloria Lemaster, President; Laura Jean Rowe, Vice President; Susie Remington, Secretary; Kim Terry, Treasurer.
- c. Tuition Reimbursement: There was a good deal of discussion on this issue, with concerns voiced regarding the possibility that the policy had become overly complicated. Remington will draft a new proposal to present to the board at the January meeting.
- d. Billboard: the board was presented with a layout for the new billboard design. Overall the feedback was positive, although several changes and additions were requested. Giles explained that the layout had already gone to print but that she would notify our contact at Burkhardt of the requested changes. ***I emailed our contact immediately after the Dec. meeting, but was informed that since the layout had gone to print there would be a \$175 charge if we wished to reprint. I let it stand as it was, and our billboard went up the following Monday.*

4. New Business:

New business this month consisted of review and approval of policies to meet annual requirements; there were no changes to any of these.

- a. Lemaster to approve, Rowe seconded. Approved.
- b. Giles to approve, Blake seconded. Approved.
- c. Giles to approve, Remington seconded. Approved.
- d. Giles to approve, Lemaster seconded. Approved.

5. Director's Report:

Jerry is celebrating 11 years with AMPL. Way to go, Jerry! Wallace explained that she and the managers were still working on plans for winter reading. Food for Fines was very successful again this season, and the staff already did 1 drop off for the local toy drive and is working on a second. Great work, everyone!

6. Librarian's Report:

Board members briefly discussed trends on the report.

7. Financial Report:

The report was made available for board members to review prior to the meeting. Blake moved to pay claims 516-563. Rowe seconded and the motion passed. Giles moved to pay previous claims 516-539 and Rowe seconded. The motion passed.

8. Announcements:

Staff In-Service day will be January 18, 2021.

9. Public Comments:

There were no Public Comments

10. Adjournment:

Rowe moved to adjourn the meeting at 7:02 P.M. Blake seconded and the meeting was adjourned.

Respectfully submitted,
Missy Giles
Acting Secretary