

**Columbia Public Library**  
**Board of Trustees Meeting**

**September 14, 2021**

The September meeting of the Columbia Public Library was called to order at 7:00 by President Dan Brutton. Those in attendance included Rodney Schreckenberg, Barry Krizan, Cindy Waldemer, Dan Brutton, Annette Bland, Kathleen Endraske, Chris Trowbridge and Diane Stechmesser.

1. **Approval of Minutes** Motion was made by Barry Krizan to approve minutes from the August meeting. Rodney Schreckenberg seconded. Motion passed.
2. **Public Comment** No requests were made to address the Board.
3. **Treasurer's Report** Treasurer Rodney Schreckenberg reviewed the report noting all expense items, other than books, were below budget. Cindy Waldemer made motion to approve report and Diane Stechmesser seconded. Motion passed.
4. **Approval of Current Bills** Chris Trowbridge made motion to approve payment of current bills. Cindy Waldemer seconded.
5. **New Business**
  - Covid Guidelines A memorandum was received from the City of Columbia that we are not to require employees or public to wear masks. We will not be offering our library Pre-K program at this time.
  - Building Maintenance After the rains September 4<sup>th</sup>, water again entered the building. It was suggested to try to replace caulk around the area where the leak occurs and to replace the insulation around the duct work. Ken Ebers will be contacted to begin Knox Box project.
  - Board Orientation The Board reviewed Chapter 1-3 in Serving Our Public 4.0 Standards for Illinois Public Libraries. Chapters 4-9 will be reviewed at our next meeting.
  - New Hire Cindy McMullan will be leaving at the end of November. The Library Director will advertise for replacement or possibly add her hours to one of the other part-time employees.
  - Library Card Comparison The Board reviewed information comparing local libraries/population/# of library cards. The Columbia Public Library compared favorably with other libraries in our area.
  - STATS August Items Circulated 6124, New Items Added to Collection 308, New Records Created 86
6. **Adjournment** Diane Stechmesser made motion to adjourn, Barry Krizan seconded. Meeting was adjourned at 7:45. Our next meeting is Tuesday, October 12, 2021.

Diane Stechmesser

Secretary