

Millbrook Library Board of Trustees
Minutes of meeting July 21, 2020, 7pm (Via “Zoom”)

Present: Jodi Fernandes, presiding, Father Matthew Calkins-Vice President, Kari Capowski-Secretary. Trustees: Cacilia Wyman, Nicky Schermann, Kay Bishop, Courtney Wimmers-Library Director

Absent: Mark Vila-Treasurer, Michael Sloan, Sarah Gonzalez, Elizabeth Vila

1. The meeting was called to order at 7 pm. Quorum not present.
2. Board did not vote to approve June 16, 2020 meeting minutes.
3. No public or employee discussion
4. President’s Report
Nothing to report
5. Library Leadership Reports
Courtney gave a re-opening update, having opened on July 6th, and stated everything is running smoothly. Our cleaner is doing 2 full cleanings a week. She gave us a building updates including: the quarterly elevator inspection, our AC units are having a hard time keeping up in the heat and an electrical breaker needs replacement. Courtney also gave a collection update stating that she is weeding out items that have not circulated in years. She and Diana have submitted an adult literacy grant proposal, our 2019 audit is finally complete, various patron, volunteer and personnel items were discussed and she filled the board in on programing (summer reading, yoga, etc) as well as reported on our monthly statistics and meetings she has attended in June/July.
6. There was no correspondence or communications.
7. Financial Reports
 - (a) ***Budget/Finance Committee Reports***
There were no reports
 - (b) ***Treasurer’s Report***
There was no report as Mark was absent.
8. Committee Reports
 - (a) ***Building and Grounds*** No report
 - (b) ***Development/Fundraising/Friends*** No report
 - (c) ***Long-Range Planning*** No report

- (d) *Nominating* No report
- (e) *Personnel* No report
- (f) *Policy* No report

9. There was no new business.

10. There being no further business to discuss, Jodi made a motion to adjourn. Kay seconded and all were in agreement. The meeting was adjourned at 7:25 pm.

Respectfully submitted,

Kari Capowski
Board Secretary

Upcoming Meeting
August 18th