**Farmington Area Public Library District**

**Regular Board Meeting Minutes**

**Monday, July 19, 2021 6:00 PM**

1. **CALL TO ORDER**

President Martin called the meeting to order at 6:05 p.m.

1. **ROLL CALL AND DETERMINATION OF QUORUM**

Roll Call by Secretary Lettow - members present: Sara Balagna, Linda Bearden, Maggie Cecil, Nicole Lettow, John Martin, Lisa Uptmor. Also present: Director Rebecca Seaborn and Recording Secretary Jeanne Thomas.

Present via Zoom: Elise Haroldson

1. **RECOGNITION OF VISITORS TO THE MEETING**

No Visitors

1. **APPROVAL OF THE AGENDA**

Trustee Martin moved to approve the agenda. Trustee Lettow seconded.

There was unanimous approval.

1. **PUBLIC INPUT**

No Input

1. **COMMUNICATIONS TO THE BOARD**

Secretary Lettow read a letter from the Dean of College of Professional Studies at the University of Maine at Augusta congratulating Director Seaborn on achieving a grade point average of 4.000 during the Spring 2021 semester.

1. **REGULAR BOARD MEETING MINUTES: JUNE 21, 2021**

Trustee Balagna moved to approve the minutes. Trustee Uptmor seconded.

There was unanimous approval.

1. **BILLS JUNE 2021**

Approval of bills: Resolved that the bills in the amount of $ 16,059.60 be approved. Trustee Lettow moved to approve the bill list. Trustee Balagna seconded. The roll call vote was unanimous in approval.

1. **TREASURER’S REPORT JUNE 2021**

Trustee Balagna moved to approve the Treasurer’s Report. Trustee Cecil seconded. The roll call vote was unanimous in approval.

1. **DIRECTOR’S REPORT**

Director Seaborn received a quote for $590 from Spoon River Mechanical for yearly HVAC maintenance. They also fixed unit #4. The library logo has been put on the outdoor umbrellas.

Director Seaborn has completed most of the staff evaluations with three remaining. She continues to attend Rotary meetings as well as Directors meetings. Weeding of the adult fiction section continues and when complete some shifting of the material will take place.

OTTER Club ends July 28th. Parents have really appreciated this reading program especially with the challenging school year they experienced last year. The last summer reading family program will be a color war. A Bike Bash is being planned for July 31st. After school programs will resume in September. Hanna City outreach will also resume on a monthly basis in September.

Director Seaborn told the board that 45 new library accounts were made this month. The staff will be attending the school registration day on July 29th to register any student and families that do not currently have a library card. The new fiscal year has started and the audit will be scheduled.

1. **COMMITTEE REPORTS**

No Reports

1. **BUSINESS FOR DISCUSSION**
2. Library response to COVID-19

Director Seaborn expressed her desire to start after school programming after Labor Day. She would like to start getting out the rest of the furniture and get things back to normal. The Board agreed.

1. AT&T Communicator

Director Seaborn presented the Board with further information regarding purchasing a new LTE communicator or upgrading to subscription monitoring. After discussion, the Board and Director Seaborn decided to go with subscription monitoring.

1. Consumer Energy Solutions

Consumer Energy Solutions offered the library a 60-month fixed rate contract. The Board and Director Seaborn discussed the proposal verses the library’s current supplier Ambit. The Board and Director Seaborn decided to stay with Ambit.

1. **BUSINESS REQUIRING ACTION**
2. Ordinance 21-02 Building & Maintenance Ordinance

Trustee Lettow moved to adopt Ordinance 21-02 Building & Maintenance. Trustee Martin seconded. The roll call vote was unanimous in approval.

1. **CLOSED SESSION**

No Closed Session

1. **ADJOURNMENT**

President Martin adjourned meeting at 6:51 p.m.

Respectfully submitted,

Nicole Lettow, Secretary

Jeanne Thomas, Recording Secretary