

Minutes of the Board of Trustees
William F. Laman Public Library
Via Zoom
August 10, 2020 @ 10:30 AM

The Board met via Zoom at 10:30 a.m. Ms. McLean called the meeting to order at 10:30 a.m. Those present were Ms. Crystal Gates, Executive Director; Ms. Valerie McLean, President; Mr. Charley Baxter; Ms. Joyce Brewer; Ms. Esther Crawford; Ms. Kim Drake; Ms. Vicki Matthews; and Mr. Sonny Rhodes. Also present: Ms. Rachel Ormsby, Mr. Stephen Simpson, Ms. Stacy Purdy and Mr. Richard Theilig. There were no public comments.

Ms. Ormsby reviewed the 2019 Draft Audit, and state that the Library received a clean opinion. She reviewed the procedures for counting the material collection as capital assets, which, once amended to be included in the financials, increased the library's overall net position. The finding to add that collection as a capital asset was simply a technical matter; they found no concerns regarding cash handling or overall financial matters. The finding is simply an accounting standard and is not related to internal controls. She explained the pension's role in current and longterm liabilities. She also reviewed the management letter which includes a disclosure due to COVID-19 and the need to keep it on the radar in relation to current and future budgets.

Motion Mr. Baxter, second Ms. Crawford to approve the Minutes of June 8, 2020. Motion carried unanimously.

Ms. Gates reviewed the current financials, and noted the overage in materials and building maintenance, which they will continue to monitor. Motion Ms. Drake, second Mr. Rhodes to approve the Financial Report as presented. Motion carried unanimously.

Ms. Gates reviewed current usage, digital services, and the addition of remote printing to curbside services. Motion Ms. Brewer, second Ms. Drake to approve the Statistical Report as presented. Motion carried unanimously.

Ms. Gates reviewed her Director's report, including her PTO balance and recent meetings.

Motion Ms. Brewer, second Ms. Crawford to enter executive session to discuss personnel. Motion carried unanimously. Motion Ms. Crawford, second Ms. Brewer to exit executive session with no action being taken. Motion carried unanimously.

The next regular meeting is scheduled for Monday, September 14, 2020, at 10:30 a.m.

Under board member comments, Ms. Drake confirmed that early voting would be held at the Main Branch. There was a general consensus that Adam, together with Richard's help, did a great job on creating the new website, which is more intuitive and easier to use. If the

With no further business to discuss, motion Ms. Crawford, second Ms. Brewer to adjourn. Motion carried unanimously.

Crystal Gates, Secretary