

**Fremont Area District Library
Board Of Trustees-Regular Meeting
March 17, 2020**

I. Call To Order.

Vice President Beth Mooy called the meeting to order at 4:03 p.m.

Present: Anne VandeKieft, Beth Mooy, Donald Farmer, Philip Tuls, Randy Puff via telephone. Terry Hansen joined the meeting at 4:10 pm.

Also Present: Jackilyn Roseberry, FADL Director; Diane Bunce, Admin. Assistant; Melanie Jackson, Children's Dept.; Roxanne Landin, Children's Librarian; Lois Beekman, Circulation Dept.

Not present: Beverly Williams.

II. Approval Of Agenda.

Motion by Donald Farmer and seconded by Philip Tuls and the Agenda be approved as presented. Motion carried.

III. Approval Of Minutes.

A. Board Meeting February 18, 2020.

Motion by Donald Farmer and seconded by Randy Puff that the minutes of the 2/18/2020 meeting be approved as presented. Motion Carried.

B. Finance Committee Meeting March 9, 2020.

Motion by Randy Puff and seconded by Donald Farmer that the minutes of the 3/9/2020 Finance Committee Meeting be approved as presented. Motion carried.

IV. Reports.

A. Financial Report

Motion by Randy Puff and seconded by Anne VandeKieft that the Financial Report be approved as presented subject to audit. Motion carried.

B. Committee Reports.

A. Finance Committee.

Motion by Randy Puff and seconded by Don Farmer that FADL partner with True North to collect non-perishable, in-date food items from patrons in exchange for overdue fines being waived. Motion carried.

- C. Director's Report.
Information only.
- D. Friends Representative Report.
Information only.

V. Old Business.

- A. 20th Building Anniversary.
Possibly looking at a date in June.
- B. Millage Training.
Information only.
- C. 2019 Audit.
No new information.

VI. New Business.

- A. Committee Appointments.

Vice President Beth Mooy removed herself from the Finance Committee and appointed herself to the Policy Committee.

Vice President Beth Mooy appointed Donald Farmer to the Finance Committee.
- B. Food For Fines.

Covered in the Finance Committee Report. The deadline mentioned may change in relation to COVID-19.
- C. COVID-19.

Motion by Donald Farmer and seconded by Terry Hansen that Jackilyn Roseberry is given the authority to administer and/or change the following policy as need arises:
 1. Compressed Workweek: All employees will be paid for their hired for hours but will work at least half-time, meaning a 40-hour employee will work 20-hours per week. A 20 hour employee will work 10- hours per week, and so on, up to BUT NOT EXCEEDING scheduled hours. Department heads will work with staff on scheduling hours. Note: Staff may not earn additional hours of work beyond their scheduled for hours.
 2. Employees who wish to work from home may do so with the director's permission, provided legitimate work is planned, performed and recorded in a log that can be shared with the director.

3. Employees who wish to not work, may utilize any and all forms of paid leave that they have accrued. Such employees will also be allowed to accrue negative balances in their leave banks, up to the maximum to-be-earned in 2020. Likewise, such employees may request and be granted to go on a temporary unpaid leave of absence.
4. Work 'in-house' will focus on collection maintenance, professional development, project work, program planning and other duties as assigned.

Motion carried.

VII. Board Education/Strategic Planning.

- A. Technology video.

Information only.

VIII. Correspondence.

None.

IX. Public Comment.

None.

X. Adjournment.

Vice President Beth Mooy adjourned the meeting at 4:59 pm.

The next regular Board Meeting will be held April 21, 2020 at 4:00 pm.