

# MEETING MINUTES

LF4 | REVISION 0 | REVISED 1/25/2021

<b>DATE AND TIME</b>	Monday, March 15, 2021 at 4:30 pm
<b>LOCATION</b>	Zoom <a href="https://us02web.zoom.us/j/89566304777?pwd=VWNpZ1NiZHBPUe44S3Z3OVpqamhGQT09">https://us02web.zoom.us/j/89566304777?pwd=VWNpZ1NiZHBPUe44S3Z3OVpqamhGQT09</a> Meeting ID: 895 6630 4777 Passcode: 597841
<b>ATTENDANCE, PRESENT</b>	LeClair, Hunt, Poelma, Chambers, Gajek, Griffin, Pardo, Clark
<b>ATTENDANCE, ABSENT</b>	Card

<b>CALL TO ORDER</b>	Hunt called meeting to order at 4:35 pm.
<b>INTRODUCTION OF VISITORS</b>	None
<b>CORRESPONDENCE</b>	None
<b>MINUTES FROM PREVIOUS MEETING</b>	Minutes from February 15, 2021 meeting approved. Motion by Poelma. Second by Chambers.
<b>TREASURER'S REPORT</b>	Report approved. Motion by Gajek. Second by Griffin.
<b>LIBRARY BILLS</b>	Explanation from LeClair on status. \$30,079.89 total February expenses. Currently at 26% of annual budget.
<b>MONTHLY LIBRARY STATISTICS</b>	16% drop in physical checkouts. 10% increase in OverDrive checkouts. 41% drop in new physical cards issued. 11% drop in new OverDrive users. 187% increase in materials removed. 12% drop in materials added. 70% drop in computer use. 186% drop in program attendance.
<b>DIRECTOR'S REPORT</b>	LeClair updated on Columbia County reimbursement, changes to collection, plaque in program room to thank donors, and new advocacy project highlighting patrons to help advocate at the county level. LeClair gave Year 2 in Review highlighting his second year as director at Lodi. Approval expressed by board members.
<b>PRESIDENT'S REPORT</b>	None
<b>FRIENDS REPORT</b>	None

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<b>BOARD MEMBER RECRUITMENT</b>	PSA announcements circulated around town. Hunt reached out to four different people. Three applications received. Review of the bylaw requirements for board membership. Special meeting will be set up for after 3/26 to review applications and determine recommendations to make to both city and county. Decision to fill the county seat was made. Need to communicate meeting times to new candidates expressed. Ron to reach out to candidates.
<b>NOMINATING COMMITTEE UPDATE</b>	Poelma provided a status update on behalf of Poelma and Chambers. All officers except Secretary currently filled.
<b>DONATIONS POLICY REVIEW</b>	Conversation about how this fits into the endowment fund and money spending. Decision to wait on any changes and update alongside Endowment Fund Bylaws.
<b>BYLAWS DISCUSSION</b>	Discussion about treasurer role. Decision made that treasurer role is an important position and adds value to the board through monitoring accounts.
<b>DUMPSTER RENTAL</b>	Discussion of rental options. Decision made that Alex will move forward with the expense using the approved budget.
<b>ADJOURNMENT</b>	Motion by Chambers. Second by Gajek. Meeting adjourned at 6:09 PM.

Respectfully submitted,  
Jessica Clark