

Diane Adesso, President of the Board of Trustees, called the meeting to order at 6:06 p.m. In attendance, Trustees John Tausel, Scott Brady, Barb Hamil, Jo-Ann Scheiner, Chriss Odell and Christy Deitchman were present, as was Library Director, Antoinette Basso.

**Minutes** – A motion (Hamil, Brady) to accept the Minutes of the October 14th, 2020 Trustees Meeting, was approved.

**Treasurer's Report** – Addressed questions on the proposed budget regarding FICA which is off about \$2000, with Sandy via phone. Donations so far this year are at \$3800. Russell will be contacted about snow removal and will be paid with a check each time. A PPE column needs to be added to the proposed budget which will be finalized and voted on at the December Board Meeting. Procedures regarding bills is that all items will be time stamped and then go into Sandy's folder, unless time sensitive.

A motion (Scheiner, Brady) to pay monthly bills, was approved.

**Director's Report** – Bag sales were \$102 and basket raffles were \$41. Will be doing more raffle baskets through December. Joanie needs to be reimbursed for Lysol. Locks are needed on bathroom storage. Gail would like to come back as our cleaner at the end of November. Toni will talk to her. Story time has been postponed. Request for Robinson Broadhurst is for new computers for the Circulation Desk and Director's Office and new printer for patrons. Old computers will be repurposed. Toni will get estimate from Steve Bachman for these items through 4 County. Looking into possibly moving a computer upstairs. Not considering extra hours for Linda at this time.

**Old Business** - Newest version of Operating Policies draft will be sent to Diane as we are still awaiting information from the Fire Department. Copies of Director's Responsibilities and Personnel Policies are needed for evaluations which need to be completed by the end of December 2020.

A motion (Tausel, Hamil), to go into Executive Session, was approved.

A motion (Hamil, Scheiner), to come out of Executive Session, was approved.

A motion (Scheiner, Brady), to approve the following salaries beginning on January 1st, 2021 for Toni at \$14.00, Joanie at \$13.50 and Linda at \$12.50, was approved.

A motion (Hamil, Odell), to approve employee bonuses of \$125 for Toni, \$100 for Joanie and \$75 for Linda, was approved.

**Adjournment** – The President set the next Trustees meeting for Wednesday, December 9th, 2020 at 6:00pm in the library.

A motion (Brady, Tausel) to adjourn, carried unanimously. President Adesso adjourned the meeting at 7:21 p.m.

Respectfully submitted, Christy Deitchman