

17 November 2020
Lebanon Library
5 pm



Honaker Community Library • Lebanon Library

Board of Trustees Agenda

1. Call to Order
2. Approval of Agenda
3. Introductions
4. Presentations:

5. Approval of Minutes

6. Communications: Citizens Comments

7. Financial Report Fines
 Bills
 Budget spreadsheet

8. Staff Reports: Programs Services Director

9. Remarks/Reports of Trustees:

10. Unfinished Business:

11. New Business: Director's Evaluation

12. Tabled Business:

13. Review & Summary

14. Next Meeting Date: 15 December 2020

15. Adjournment

Operating Under an Emergency Declaration

- *Masks required of Staff - EVEN seated at own staff workstation*
- *Masks required of Patrons*
- *Social Distancing of 6' Enforced*
- *Limit occupancy-50% Lebanon, 10 persons HCL*

Library Board of Trustees Meeting



Members Present			Members Absent
Judy Ashbrook*		Ann Monk	Yvonne Dye
Susan Breeding	Karen Herndon	Sharon Sargent	
Karen Davis	Sherry Lyttle	Sharon Van Dyke	

Chair Karen Herndon called the meeting to order 17 November 2020 at 5:06 pm.

Introductions Kelly McBride Delph introduced new staff member, Belinda Levy.

Minutes: Sharon Van Dyke made and Ann Monk seconded a motion to approve the October minutes as distributed; motion passed.

Communications:

Financial: Sherry Lyttle made and Sharon VanDyke seconded a motion to approve the bills; motion passed.

Staff Reports: Kelly McBride Delph reviewed the Programs and Director's Reports.

Unfinished Business:

New Business:

Susan moved that the Board go into closed session pursuant to Section 2.2-3711(A)(1) of the *Code of Virginia* for the purpose of an employee personnel matter.

Sharon VanDyke made and Ann seconded a motion to exit the closed session; motion passed. Susan moved that the Board certify that to the best of each members knowledge, only public business matters lawfull exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the closed session were heard, discussed, or considered in the closed session and Karen Davis seconded the motion; motion passed.

Susan, aye; Karen Davis, aye; Karen Herndon, aye; Ann Monk, aye; Sharon VanDyke, aye; Sharon Sargent, aye; Sherry, aye.

Review and Summary:

Sharon Sargent made and Susan seconded a motion to adjourn.

Respectfully submitted, Kelly McBride Delph

*by phone due to covid quarantine, left meeting after staff reports