Minutes of the Starke County Public
Library System’s Board Meeting
December 8, 2020

Members Present:
Ruth Bailey

Members Present Via Telephone:
Kim Gingher, Melba Shilling, Susan Lucas, Nicole Salazar, Gayle Smith, Judy Troike

Non – Members Present:
Kathleen Bowman—Director, Liz Pease—Attorney, Kathryn Lynch—Business Office Coordinator

I. Call to order – Kim Gingher called the meeting to order at 4:17 P.M.

II. Public Comment: No Public Comment

III. Amendment/Acceptance of Proposed Agenda
Gayle Smith made the motion to accept the December 8, 2020 Agenda as presented. Melba Shilling seconded; motion passed unanimously.

IV. Approval of Minutes

A. Melba Shilling made the motion to accept the November 10, 2020 Board Minutes as presented. Gayle Smith seconded; motion passed unanimously.

V. Approval of claims for December 2020
Nicole Salazar made the motion to approve the Allowance of Accounts Payable Voucher in the amount of $197,816.37 for December 2020. Susan Lucas seconded; motion passed unanimously.

VI. Financial Reports were given by Director Bowman.

A. Depository and Cash Reconcilement
Director Bowman discussed the depository and cash reconcilements for Key Bank and 1st Source bank for the month of November 2020.

B. Fund Report

Approved by the SCPLS Board of Trustees, December 29, 2020.
Director Bowman informed the board how the fund report balance should always match the depository and cash reconcilement balances.

C. Appropriation Report
Director Bowman informed the board we are on track with spending.

D. Revenue Report
Director Bowman informed the board there was nothing out of the normal in the revenue report for the month of November 2020.

VII. New Business
A. Salary Schedule 2021
Judy Troike made the motion to accept the Salary Schedule for 2021. Gayle Smith seconded; motion passed unanimously.

VIII. Old Business
A. COVID-19 Update
   i. COVID-19 Policy Revision
   Melba Shilling made the motion to accept the COVID-19 Policy revision as amended. Judy Troike seconded; motion passed unanimously.

   ii. Emergency Closure Pay
   Gayle Smith made the motion to accept the Emergency Closure Pay revision. Susan Lucas seconded; motion passed unanimously.

   iii. Phased Reopening Plan
   Susan Lucas made the motion to accept the Phased Reopening Plan. Melba Shilling seconded; motion passed unanimously.

IX. Any additional business to come before the board
Reminder of December 29, 2020 End of Year Board Meeting at 10AM

X. Adjournment
Ruth Bailey made the motion to adjourn the December 8, 2020 regular board meeting. Judy Troike seconded; motion passed unanimously.

Time 4:36 P.M.

Approved by the SCPLS Board of Trustees, December 29, 2020.