Members Present:
Ruth Bailey

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

Non – Members Present:
Kathleen Bowman—Director, Liz Pease—Attorney

Non – Members Present via Telephone:
Kathryn Lynch—Business Office Coordinator

I. Call to order – Kim Gingher called the meeting to order at 4:31 P.M.

II. Public Comment: No Public Comment

III. Amendment/Acceptance of Proposed Agenda

Susan Lucas made the motion to accept the September 8, 2020 agenda as presented. Nicole Salazar seconded; motion passed unanimously.

IV. Approval of Minutes
Melba Shilling made the motion to accept the August 11, 2020 board meeting minutes as presented. Nicole Salazar seconded; motion passed unanimously.

V. Approval of claims for September 2020
Nicole Salazar made the motion to approve the Allowance of Accounts Payable Voucher in the amount of $124,663.82 for September 2020. Melba Shilling seconded; motion passed unanimously.

VI. Financial Reports were given by Director Bowman.

A. Depository and Cash Reconciliation
   Director Bowman discussed the depository and cash reconciliements for Key Bank and 1st Source bank for the month of August 2020.
B. Fund Report
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 August 2020.

VII. Personnel Report
Gayle Smith made the motion to accept the Personnel Report. Melba Shilling seconded; motion passed unanimously.

VIII. New Business
A. CARES Act Mini-Grant
Director Bowman informed the board that SCPLS has received the CARES Act Mini-Grant for reimbursement up to $1400.00 on COVID-19 related expenses.

B. Payroll Tax Deduction
Melba Shilling made the motion to not participate in the Payroll Tax Deduction Benefit. Gayle Smith seconded; motion passed unanimously.

IX. Old Business
A. COVID Update

X. Any additional business to come before the board
Nicole Salazar made the motion to open the Large Meeting Room for groups no larger than 25 patrons; COVID-19 regulations, including requirement of masks and social distancing; and with staff monitoring and cleaning. Melba Shilling seconded; motion passed unanimously.

XI. Adjournment
Ruth Bailey made the motion to adjourn the September 8, 2020 regular board meeting. Nicole Salazar seconded; motion passed unanimously.

Time 4:51 P.M.

Approved by the SCPLS Board of Trustees, October 13, 2020