

**Minutes  
Board of Trustees Meeting  
December 9<sup>th</sup>, 2020**



**PRESQUE ISLE DISTRICT LIBRARY**

- Call to Order** The regular meeting of the Presque Isle District Library Board of Trustees was called to order at 3:00 p.m. on Wednesday, December 9<sup>th</sup>, 2020, virtual meeting by Chairman Jeffrey Hopp. Board members present were Trustees Beach Hall, Catherine Swan, Colleen Whitsitt, and Judy Kimball. Absent Bev Brougham, and Thomas Stone. Staff member present was Director Amber Alexander.
- Public Comment** None.
- Minutes** *Moved by Colleen Whitsitt and seconded by Judy Kimball to approve the minutes from the November 2020 board meeting. Roll call vote was unanimous.*
- Financial Statements** *Moved by Catherine Swan and seconded by Colleen Whitsitt to accept the Accounts Payable and Checks Printed since last board meeting. Roll call vote was unanimous.*
- Directors Report** Working on a new Chart of Accounts.  
Christmas Staff Party cancelled due to COVID.  
Frontier is refusing to let us have/port our phone numbers which is illegal. Amber has complained to the State Attorney General. As of today, there is a new standalone order for internet. This issue is happening in other states as well. Will keep the Board informed.  
Proposal of closure for December 28<sup>th</sup>, 29<sup>th</sup>, 30<sup>th</sup> for mental health of staff, low usage, and mitigate the risks of spread from staff visiting family.  
  
*Moved by Catherine Swan and seconded by Judy Kimball to close all the district libraries (including theater) on these additional days Dec. 28<sup>th</sup>, 29<sup>th</sup> and 30<sup>th</sup> as holiday paid time. Roll call vote was unanimous.*
- Old Business** *Moved by Beach Hall and seconded by Colleen Whitsitt to accept the proposed RCCT Lease Agreement as presented except to change from a 5 year to 3 years agreement. Roll call vote was unanimous.*
- New Business** *Moved by Beach Hall and seconded by Judy Kimball to remove Margaret Henschel as signatory with no replacement from Huron State Bank. Roll call vote was unanimous.*  
  
*Moved by Colleen Whitsitt and seconded by Judy Kimball to accept the Parking Lot Property Maintenance Agreement for the new owners of the Taylor Building next to parking lot of the Rogers City Theater. Roll call vote was unanimous.*
- Other Business** *Motion to go into Closed Session by Catherine Swan and seconded by Colleen Whitsitt. Roll call vote was unanimous.*  
  
Resumed Open Session at 3:43 pm.  
  
*Moved by Catherine Swan and seconded by Judy Kimball per director's annual evaluation to increase personal time from 6 to 8 days and with a salary increase of 1.5% due to her outstanding work. Roll call vote was unanimous.*
- Next Board Meeting** Next meeting will be held January 13<sup>th</sup>, 2021, Rogers City or by virtual meeting.
- Adjournment** Meeting adjourned at 3:48 p.m.  
  
Respectfully Submitted: Catherine Swan