

**Board of Commissioners Regular Meeting**

**March 24, 2022**

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Congress at 9:03 A.M.
2. **ROLL CALL:** Commissioners Present:
  - Melanie Congress, Chair
  - Nicole McHale, Vice Chair
  - Sandy Zahorchak, Treasurer
  - Linda Uhler, Secretary
  - Susie Holly
  - Barbara RubenCommissioner Excused: Roy Gibson  
  
A physical quorum is confirmed.  
Staff Present: Margaret Mohundro, Executive Director  
Cathy Cameron, Clerk
3. **SETTING OF AGENDA:** The Agenda was set as presented with the addition of Mask Policy Discussion.
4. **PUBLIC COMMENT:** None.
5. **OFFICER ELECTIONS:** Discussion was heard on nomination of Board Officers, led by Commissioner Congress.  
  
*A motion was made by Commissioner McHale, seconded by Commissioner Ruben to approve the current slate of officers as: Chair, Melanie Congress; Vice Chair, Nicole McHale; Treasurer, Sandy Zahorchak; Secretary, Linda Uhler.  
The motion carried unanimously by voice vote at 9:05 A.M.*
6. **SECRETARY'S REPORT:** Acting Secretary Ruben presented the Minutes of the February 24, 2022 Board Meeting, which were approved as presented.
7. **TREASURER'S REPORT:** February financial reports were provided to the Board by Commissioner Zahorchak. The District is running close to budget; grants & Gifts – timing issue, but State grants was \$37,000, \$7,000 over the budgeted amount of \$30,000; Room Rentals are back; when creating the budget for 2022-23, taxes can be front loaded through March to better reflect the income; Commissioner Zahorchak and staff Cameron are looking at OverDrive and metered access; Preservation is under, a timing issue with digitized newspapers; CE is under, a timing issue - Staff have registered for ALA and FASD conferences; we should see a savings in staff salaries; electric bill continues to increase due to higher costs of fuel. Executive Director Mohundro and Staff Cameron continue to work with chiller system maintenance companies to reduce costs. Financials were held for audit.
8. **DIRECTOR'S REPORT:** Executive Director Mohundro reported on Library Highlights to the Board: library staff is working to adjust the catalog system to allow a window of time from when a hold is returned to ready for check out to better accommodate processing time; April is National Poetry Month and Library will host Poetry Fest featuring local writers with “A Poem a Day” and


poetry readings; raccoon problem was resolved with pest control advising on powders and other deterrents to use in trash cans; very positive feedback was received from Scott Turow and his wife as well as several nice comments from patrons on Author Series; working on Author Series for next year and hoping that Marie Benedict will be in the lineup.

9. **MASK POLICY DISCUSSION:** Conversation was heard on employees wearing masks: Executive Director Mohundro said that she has received more thank-yous than not about mask wearing, and that staff is concerned about other staff; we are doing what we should be doing; Discussion continued that CDC guidelines do not include mask wearing; the Library is not following CDC guidelines, although SPL says we are; CDC guidelines suggest if symptomatic or positive to wear a mask; City of Sanibel no longer requires masks; Commissioner Zahorchak suggested that the Library provide and pay for the good N95 masks for those on staff who are anxious; masks can provide a false sense of security; our area is very low in cases at this time; it should be a choice for staff if they wish to wear the mask.  
Executive Director Mohundro discussed a 2-3 week period for an end date to staff wearing masks, after Easter, or after Season, in order to transition no masks wearing and to remove signs.
10. **GOAL SETTING:** Commissioner Congress will work with Staff Cameron on an Analysis of Reserves; Executive Director Mohundro and Staff Cameron will schedule Board Ethics Update with Attorney Beverly Grady, Roetzel and Andress; Lending Library will be further researched with Executive Director Mohundro and Staff Cameron inquiring of Attorney Grady as to whether a project, such as the Little Lending Library, would be considered outside of the realm of a committee for Sunshine Law.
11. **FOUNDATION UPDATE:** Commissioner Uhler updated the Board on Luncheon with the Author to be held on April 6, 2022. There has been a good response with approximately 150 attendees. Commissioner Uhler updated the Board that the Foundation is in the planning stages of a grant initiative for staff to enhance education and to address needs and asking staff for input.
12. **BOARD COMMENTS:** None.
13. **UPCOMNG MEETINGS DISCUSSION:** Discussion was heard on upcoming meeting dates: Presently the Board meets on the 4<sup>th</sup> Thursday monthly. Commissioner Congress will be out from September 9<sup>th</sup> through September 23<sup>rd</sup>. Commissioner Holly will be out for the month of September. Commissioner Uhler will be out from September 19<sup>th</sup> through September 28<sup>th</sup> and possibly earlier in September. Budget hearings are held in September and there must be a quorum in the room. A quorum consists of 4 or more Commissioners. ALA and FASD conferences are held in June and the Board may consider moving the June meeting to the 5<sup>th</sup> Thursday in June, which is June 30<sup>th</sup>. Discussion to continue at the April meeting and June, July, and August meeting dates will be confirmed at the next meeting.
14. **ADJOURNMENT:** Commissioner Congress adjourned the meeting at 10:10 A.M.

**Upcoming Meeting Dates:**

**Thursday, April 28, 2022 @ 9:00 A.M.**

**Thursday, May 26, 2022 @ 9:00 A.M.**

  
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Linda Uhler, Secretary  
/cac