

Board of Commissioners Regular Meeting

June 24, 2021

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Congress at 9:00 a.m.
2. **BOARD APPOINTMENT:** Susie Holly was sworn in as Board of Commissioners member, Sanibel Public Library District.

3. **ROLL CALL:**
Commissioners Present: Melanie Congress, Chair
Sandy Zahorchak, Treasurer
Linda Uhler, Secretary
Susie Holly
Barbara Ruben
Excused: Nicole McHale, Vice Chair
Roy Gibson

A quorum is confirmed.

Staff Present: Margaret Mohundro, Executive Director

4. **SETTING OF AGENDA:** The Agenda was set as presented.
5. **PUBLIC COMMENT:** None.
6. **SECRETARY'S REPORT:** Commissioner Uhler presented the Minutes from May 27, 2021 Regular Board Meeting, which were approved as presented.
7. **TREASURER'S REPORT:** Commissioner Zahorchak reviewed the May, 2021 financial reports for the Board, finding the Statement of Financial Position and the Schedule of Profit and Loss Budget Performance most useful for the Board's review. She noted the Total Assets and Total Liabilities & Equity as correct; she explained the District's bank accounts, CDs and other investments, noting that as a governmental entity the District adheres to specific regulations regarding public monies and permitting specific investments only. She also explained that depreciation occurs yearly.

She noted in review of the Schedule of Profit and Loss Budget Performance that COVID has its own line item for specific activities and supplies due to the pandemic, and that Other Income is lower due to the pandemic as well. Also noted: Grants and Gifts details; federal eRate; Building Repair & Maintenance high due to plumbing and roof repairs; generally, categories running above or below budget due to timing of purchasing and/or invoicing such as print and digital collections.

Commissioner Zahorchak advised that financials look good, and District is running under budget.

8. **DIRECTOR'S REPORT:** Executive Director Mohundro highlighted Library activities for the Board, including: the Library is undergoing collection assessment and evaluation in audiovisual and then fiction and nonfiction; Youth Summer Reading Program as of June 6, 2021 has 108 signups with 16,045 minutes read; a major upgrade

is coming through TLC (the Library's online catalog and database) and there could be some big changes in operations, processes and workflows, with subsequent training needed; Library has gone through routine maintenance of HVAC, some tree trimming and landscaping work, and ongoing practices for safety during the pandemic; special bird kits for youth are being developed with assistance from the SanCap Audubon Society, based on the success of the new bird kits already in circulation; State Aid for Public Libraries grant funded at \$30,774, which is 9.6% more than anticipated; Southwest Florida Library Network (SWFLN) funding was approved in the Governor's Budget FY 2021-22.

9. FOUNDATION UPDATE: Commissioner Uhler, who acts as Liaison between Library Board of Commissioners and Library Foundation Board of Directors, noted that the Foundation Board has invited Bill Fellows to be a Board member and that he has accepted.

10. ADJOURNMENT: Commissioner Congress adjourned the meeting at 10:20 a.m.

Next Meeting: Thursday, July 22, 2021



Linda Uhler, Secretary

/mm