

# Tipton County Public Library Board of Trustees Minutes

January 11, 2021

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Members Present	Members Not Present	Others Present
Terri Newcom	Crissy Proffitt	Cherie Spencer
Cyndi Day	Pat Waterman	Kendra Hummel
Brianna McDonough		Melissa Bear
Paula McCord		
Danielle Atkisson		

Ms. Newcom opened the regular meeting at 6:00 PM.

The minutes of the meeting held December 30, 2020, was approved with an amendment to adjourn the December 30, 2020 meeting with a motion by Ms. Day and a second by Ms. McDonough. December 30 minutes approved with a motion by Ms. Day and a second by Ms. McCord. **Motion carried.**

Ms. Spencer reported several statistics had decreased due to moving to curbside services only. She also noted the Adult circulation of materials had increased both in Tipton and Windfall.

Claims for \$50,341.44 were approved on a motion by Ms. McCord and seconded by Ms. Atkisson. **Motion carried.**

**Director's Report:** See attached.

**Correspondence:** The Library received a handmade card from sisters Maiana and Sage Garner. The card thanked the library helpers for all the great books and help.

**Committee Reports:** Ms. Spencer reported the Renovation Committee will meet with the Architects regarding the carpeting project Wednesday, January 13<sup>th</sup>.

**Old Business:** None.

**New Business:**

Nominations and election of new officers for 2021

Ms. Newcom suggested the Board create a nominating committee next year to have the slate of officers ready for the first meeting of the year.

The Board nominated: Terri Newcom as President - Pat Waterman as Vice President – Brianna McDonough as Secretary – Cyndi Day as Treasurer. All persons nominated agreed to appointments. Motion to approve the nominations as listed was made by Ms. McCord and seconded by Ms. Atkisson. **Motion carried.**

Ms. Newcom called for a vote on the slate of 2021 officers. Members voted unanimously to approve the 2021 slate of officers as presented. Motion made by Ms. McCord and seconded by Ms. Atkisson. **Motion carried.**

Resolution to encumber funds:

The Board reviewed the resolution to encumber funds. Ms. Day motioned to approve the encumbrance of \$21,986.09 for items purchased in 2020 Ms. McCord seconded. **Motion carried.**

Cancellation of Outstanding Checks:

Ms. Bear explained the library reissued a check for \$13.93 to a vendor that lost a check 2 years prior. The cost of placing a stop payment is \$35.00, so it was more cost-effective to wait and cancel the outstanding check.

Ms. McCord made a motion to cancel the \$13.93 check seconded by Ms. Atkisson. **Motion carried.**

Ms. Spencer noted Christmas 2021 falls on a weekend and ask the board to approve holiday observance dates. Ms. Spencer suggested Thursday, Dec. 23, or Monday, Dec. 27. Ms. Day made a motion to observe the Christmas Holiday Thursday, Dec. 23, and Friday, Dec. 25. Ms. Atkisson seconded. **Motion carried.**

New Board Members for 2021

Ms. Spencer reported Cyndi Day was reappointed by the Tipton Schools for another term and Crissy Proffit will finish Linda Beck's term appointed by the County Council.

February Meeting Guest:

Linda Beck will be attending the February Board meeting for a thank-you celebration.

Ms. McDonough made a motion to adjourn the meeting at 6:25 PM Ms. Atkisson seconded. **Motion carried.**

Ms. Newcom opened the Board of Finance meeting at 6:26 PM

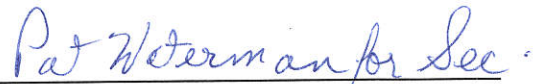
Officer nominations. Ms. McCord motioned to nominate Terri Newcom as President and Brianna McDonough as Secretary Ms. Atkisson seconded. **Motion Carried.**

Ms. Newcom called for a vote on the officers. All members voted unanimously to accept officers as listed. Motion to accept Board of Finance officers as presented was made by Ms. McCord and seconded by Ms. Atkisson. **Motion carried.**

Ms. McCord made a motion to adjourn the Finance Meeting at 6:35 PM Ms. Atkisson seconded. **Motion carried.**



President



Secretary