



## Mitchell Public Library Board of Trustees

7/21/2020 - Minutes

### 1. Call To Order

*Board Chair Ann Temple called the meeting to order at 5:05 PM.*

### 2. Roll Call

*The following members were present: Ann Temple, Dennis Nath, Steve Rice, Deb Everson, Diana Goldammer, and Emma Devos. Also present were staff members Kevin Kenkel, Library Director; Jessica Pickett, Community Services Director; and Stephanie Ellwein, City Administrator.*

### 3. Tour Of Mitchell Public Library Facilities

*Jessica Pickett, Community Services Director, led the Board on a tour of the library's main floor spaces and basement.*

### 4. Approval Of The Agenda

*Motion by Everson, seconded by Nath to approve the agenda. All members voting "Aye". Motion carried.*

### 5. Approval Of The Minutes

*Board members reviewed the minutes from the July 1 special meetings. Motion by Everson, seconded by DeVos to approve the minutes with corrections made. All members voting "Aye". Motion carried.*

### 6. Director's Report

*Kenkel made introductory comments thanking the board for selecting him as library director. Ellwein informed the board about the status of past discussion items that will be discussed at a future board meeting.*

### 7. Financial Report & Approval Of Bills

*Board members discussed the purchase of a receipt printer. Motion by Rice, seconded by Goldammer to purchase a receipt printer at a cost up to \$400 from the Trustees' account. Motion carried.*

### 8. Committee Reports

*No committee reports were presented.*

### 9. Communication & Correspondence

*No communication or correspondence were presented.*

### 10. Unfinished Business

*No unfinished business as discussed.*

### 11. New Business

#### A. Designation Of Second Signatory On The Board Of Trustees Account

*Motion by Rice, seconded by DeVos to remove Jessica Pickett and to designate Kevin Kenkel as a signatory on the Board of Trustees Account. All members voting "Aye". Motion carried. It was requested that this item be brought back to the August meeting to add a third signatory to the account.*

#### B. Action To Set Monthly Meeting Date/Time For The Board Of Trustees

*Motion by Goldammer, seconded by DeVos to set future Board meetings to the third Tuesday of each month at 5:00 PM to*

*be held in City Council Chambers in City Hall. All members voting "Aye". Motion carried.*

**12. Citizen's Input- Public Presentation To, Or Discussion With, The Board.**

*No citizen input was offered.*

**13. Board Input**

*Board chair Temple welcomed Kenkel as new library director. Board member Rice stated he would email copies of spreadsheets showing various data that the previous library director collected and distributed.*

**14. Adjournment**

*There being no further business, Chairperson Temple declared the board adjourned at 5:55 PM. The next meeting will be held at 5:00 PM on August 18 at Mitchell City Hall in the council chambers.*