

Jackson County Public Library

208 Church St N, Ripley, WV 25271 323 Virginia St. Ravenswood, WV 26164
Phone:(304) 372-5343 Fax:(304) 372-7935 Phone:(304) 273-5343 Fax:(304)273-5395

Jackson County Public Library Board of Trustees Meeting Minutes

April 30, 2020

5:30pm

Via Zoom, Jackson County, WV 25271

1.) Call to Order:

Suzy McGinley called the meeting to order at 5:31pm. Katrena Ramsey seconded. Motion passed.

Present: Suzy McGinley, Denise Toler, Grace Arthur, Savanna Whited, Katrena Ramsey, John Faria, Library Director, Angie Howard, Ravenswood Branch Manager.

Absent: Jamie Sheppard, Library Bookkeeper.

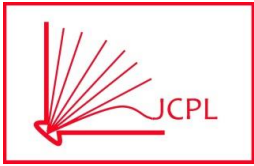
2.) Review of the Minutes

February 20, 2020 minutes were reviewed. Katrena Ramsey made a motion to approve. Denise Toler seconded. Motion passed.

3.) New Business:

A.) Coronavirus Pandemic Emergency Policy

Director Faria reviewed the Coronavirus now referred to as the COVID-19 Pandemic



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Emergency Policy with the Board. This was a sample policy supplied by the WVLC. Director Faria recommended that the policy be adopted as is with just the minor change of adding the Library's name to the document. Denise Toler made a motion to add the COVID-19 Pandemic Emergency Policy to the Jackson County Public Library's policies. Katrena Ramsey seconded. Motion passed. Director Faria indicated that he is currently planning to call staff back in to work on May 18, 2020 to prepare to reopen on June 1, 2020.

B.) Shift Print/AV Funds to Ebooks

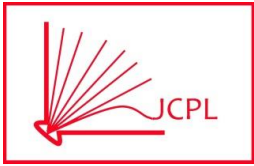
Board tabled discussion till next meeting. The Board wants to see a Profit & Loss detail in Dropbox.

C.) FY 21 Budget Draft/GIA Application

Director Faria reviewed the GIA Application with the Board. FY 21 Budget Draft discussion was tabled to a Special Budget Meeting to take place in two weeks as recommended by Denise Toler. Grace Arthur also wants the Materials part of the budget broken down by genre.

D.) Personnel Salaries and Salary Proposals

Director Faria informed the Board that the Personnel Salaries Analysis had been



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completed but that he was still working on the Salary Proposals. The Board decided to table this discussion to the next meeting.

4.) Financial Report

No Financial Report was given at this time.

5.) Public Comment: None

6.) Communication and Correspondence: None.

Adjourn:

Katrena Ramsey made a motion to adjourn at 6:07pm.
Denise Toler seconded. Motion passed.

Next Meeting will be a Special Budget Meeting on
Wednesday May 6, 2020 at 5:30pm at Ripley.

Suzy McGinley
President

Savanna Whited
Secretary