

Jean Waterloo Public Library

Board Minutes

March 14, 2020

AMENDED

I. Call to Order: The emergency meeting of the Board of Trustees of the Jean Waterloo Public Library was called to order at 2:40 PM by DeLeon.

Present: Phino DeLeon, Adrienne Hilmon, Virginia Hofman

Present via phone: Kathleen Andrews, Gretchen Sterling

Staff: Beth Bogaert

Absent: Sylvia Steward

II. Action Items: Library closure due to COVID-19 Pandemic (Coronavirus)

- a. A motion was made by Sterling to close the library March 16, to April 5, 2020. Motion amended. A motion was made by Sterling to close the library March 16, to March 20, 2020 due to COVID-19. Andrews seconded. Motion carried.
- b. A motion was made by Andrews to pay staff according to payroll records for March 16, 2020 through March 20, 2020. Hilmon seconded. Motion carried.

III. General Discussion:

- a. **Karen White-Owens Resignation:** DeLeon briefly discussed the resignation letter of White-Owens effective March 13, 2020 with the board.
- b. **Locksmith:** Due to White-Owens resignation, a locksmith will be called to rekey the locks for the library.

IV. Next Meeting: The next meeting is March 20, 2020.

V. Adjournment: On a motion by Sterling, seconded by Hofman, the meeting adjourned at 3:00 PM.

Submitted by:

Adrienne D. Hilmon

Adrienne D. Hilmon, Secretary