

**Hepburn Library of Madrid Board Meeting Minutes  
January 14, 2021**

**In Attendance:**, Jennifer McAvoy, Susan McAvoy, Cathy Gwinn, Emily Huntley, Deborah Chase-Lauther

**Absent:**

**Special Guest:** Jennifer Coakley, Bryan Huntley

**Call to Order:** 6:01

**Open Comment/ Question:**

**Approval of Previous Minutes:** Motion Made by Emily, Seconded by Susan

**Workshops and Communications:**

1. Library Compliance Update - New policies and budget will be added to the website.
2. Cathy Gwinn submitted her letter of resignation. Cathay's term ended December 31st, 2020.

**Director's Report :**(Deborah Chase-Lauther)

**Financial Report** (Emily Huntley): Motion to accept the bills as read made by Susan, seconded by Jennifer

**Friends of the Library Report** - Friends are not meeting this month

**Reports:**

1. Grants:
  - a. No new updates.
2. Buildings and Grounds
  - a. Roof - Cootware work done - There was a mix up in billing. That issue has been taken care of and Mr. Cootware has been paid.
  - b. Bids for boiler - Boiler bids were reviewed. We have received bids from Cornerstone Heating, The Wright Choice and Merkley Brothers Heating and Cooling. We will take a vote at the next board meeting giving new board members a chance to review the bids.
  - c. The Lift has stopped working again. A service call will be placed.
3. Policies and Bylaws
  - a. Updates and Signatures
4. Technology
  - a. New Computer - NCLS is currently working on the computer.
5. Community Events- virtually

**Old Business**

1. Pandemic Phase - At this time we will continue with just curbside pick up due to the continued high cases of COVID in the county.

**New Business**

1. Election of Officers - Tabled till the February meeting
2. We welcome two new board members Jennifer Coakley and Bryan Huntley.

**Adjournment:** 7:15**Executive Session:****Next Meeting :** February 11, 2021 @ 6:00