

Minutes of the Hays Public Library (HPL) Board Meeting

March 11, 2020

The meeting was called to order at 4:00 pm by Mary Toepfer, Vice-Chair.

Present Board Members	Amy Feauto Stacey Smith Brandon Hines, Director Mary Toepfer	Patti Park David Goodlett Shelley Bryant
Absent Board Members	Shaun Musil	Katherine Wolfe
Guests	Katie McCall	Jami Benyshek
Public Comment	None	
Presentation	Jami Benyshek, with Adams Brown Beran and Ball Accounting presented the 2019 Audit Report. After discussion, it was moved and seconded (Smith/Goodlett) to approve the audit. Also after discussion, it was moved and seconded (Smith/Bryant) to accept the 3 year engagement letter presented by ABBB. Both motions passed unanimously.	
Consent Agenda	It was moved and seconded (Bryant/Goodlett) to approve the February 12, 2020 minutes, the February Bills and Financial Reports, and Department Reports and Statistics as presented. The motion passed unanimously with no discussion.	
Director's Report	Included in packet	
Unfinished Business	a: HPL Remodel-Furniture Contract (action). Presented by Brandon Hines, Director. Brandon went over the contract presented by Gould Evans for proposed services for furniture. After discussion and with the understanding that the estimate INCLUDED shipping and install, it was moved and seconded (Smith/Feauto) to approve the Gould Evans proposal for furniture. Motion passed unanimously.	

New Business

a. Communicable Disease Planning (action). Presented by Brandon Hines, Director. Brandon presented what the library is doing in response to the ongoing coronavirus topic. After discussion, it was moved and seconded (Goodlett/Park) to amend the library's Emergency Closing policy to include the statement: "If the HPL is closed for 3 or more consecutive days, part-time staff will be compensated based on scheduled hours". Verbiage was also added to the statement in the policy: "**If less than 3 days**", part-time staff will not be compensated unless they wish to use PTO hours to compensate for the closure. Motion passed unanimously.

Open Board Discussion

None.

The meeting was adjourned at 5:05 pm by Vice-Chair, Mary Toepfer.

Next meeting will be Thursday April 9, 2020, 4 pm in the Hays Public Library.

Respectfully submitted by Amy Feauto, Secretary 3-12-2020