I. Call to Order: Linda Routsong called the meeting to order at 6:05 P.M.

II. Public Forum: No one from the public spoke at the public forum.

III. 2021 Annual Budget Public Hearing: Linda Routsong called the 2021 Annual Budget Public Hearing to order at 6:06. No one from the public spoke at the hearing. Deb Blaine made a motion to close the public hearing. Beth Friskney seconded the motion and the motion passed.

IV. Consideration of approval of board minutes from June 9, 2020: Brandi Hicks made a motion to approve the June 9, 2020 board minutes. Deb Blaine seconded the motion and the motion passed.

V. Consideration of approval of board minutes from August 11, 2020: Deb Blaine made a motion to approve the board minutes from August 11, 2020. Anne Tipple seconded the motion and the motion passed.

VI. Report of Librarian: Katie Mullins shared that blue masks with the library’s logo on them were purchased for the staff from Noble County Miracle Tree, a local non-profit. She then explained about the library’s I Wish my Library Knew jar, an informal way to collect feedback from the patrons on collections, service, and locations. Some of this information may be used in planning for the future. Katie reminded the board that the department reports are located on the Board of Trustees page on the library’s website. Payton Booth, Library Page, has given her resignation notice and will be heading off to college this fall. Library staff will absorb her responsibilities and the position will not be filled at this time.

VII. Finances:
   A. Consideration of payment of bills: Anne Tipple moved that bills in the amount of $117,308.76 be paid. Beth Friskney seconded the motion and the motion passed.
B. **Building Updates:** The parking lot at Kendallville is going to be resurfaced and the cost is less than $10,000.00. The library is still cleaning high activity areas on a routine schedule.

VIII. **New Business:**

A. **Public Computer Use Policy:** The library is installing new computer software that will allow the staff to view the screen of a public computer from the front desk and provide help to patrons at a safe distance. Deb Blaine made a motion to approve an updated computer use policy, which states that use may be monitored. Jeni Ekovich seconded the motion and the motion passed.

B. **COVID-19:** The board discussed expectations of staff and patrons for when the Governor’s mask mandate is lifted. The board felt that once the mandate is lifted masks will be recommended for patrons but will not be required. The Circulation Desks will continue to have a supply of masks for patrons who would like one. If schools would go to virtual learning the board prefers the staff not to bring their children to work. The Family First Act was discussed.

IX. **Unfinished Business:** The Kendallville Public Library Foundation Board has a vacancy since Don Ramsay’s Library Board term was not renewed. The Kendallville Parks Department Board has also asked a library board member to serve on the park board.

X. **Adjournment:** Deb Blaine made a motion to adjourn the board meeting at 7:00 P.M. Sam Zollman seconded the motion and the motion passed.

Submitted by Brandi Hicks.