

The Milford Library Board met in regular session on Wednesday, December 2, 2020, at 5:30 p.m. Those in attendance were Board Members Rick Kilts, Elaine Franklin, Shelly Berning, Joann Gano, Deb Johnson, Jeff Cookinham, and Denny Dotson and Director Gillian Anderson. No members were absent. City Administrator LeAnn Reinsbach also attended via Zoom.

The meeting was called to order by Rick.

**Public Comments:** City Administrator LeAnn shared with the board that Gillian was able to offer a lot of knowledge to the Community Center Board on carpet and technology.

**Minutes:** Jeff moved to approve the November minutes as presented, Joann seconded, Board approved.

**Bills:** The bills were emailed to each member for viewing prior to the meeting, all bills were in but 1 outstanding bill to come in. Elaine moved to pay the bills including the one outstanding, Deb seconded, Board approved.

**Director's Report:**

- a. Circulation and Monthly program reports were reviewed. Numbers are slightly down or holding from the previous month.
- b. Report last month's events
  - Grab and Go Bags and Books – Scarecrows – November 2 – 40 bags taken
  - YA Subscription Box – The Root of Gratitude – November 9 – 19 boxes taken
  - After School Sidewalk Shenanigans–Painted Paper Plate Turkey– November 12–11 kits taken
  - Grab and Go Bags and Books – Mo Willems – November 16 – 30 – 38 bags taken
  - Adult Craft Series – DIY Gnome – November 18 – 43 kits taken, 6 video views
  - Paint Night – November 24 – 32 kits taken, 2 video views
- a. Upcoming events
  - Festival of Wreaths Voting – November 30 – December 4
  - Library Festival Stroll – Holiday Fantasy – December 2- 4 – 4:30 p.m. – 6:00 p.m.
  - Grab and Go Bags and Books – Santa – December 7 – 18
  - YA Subscription Box – A Disney December – December 8 - 23
  - Grab and Go Bags and Books – Cookies – December 21 – 31

- YA Subscription Box – A Comfy, Cozy January – December 29 – January 26

b. Discussion of upcoming topics

- Due to COVID numbers in the community, the interior of the library will continue to stay closed to the public. Curbside pick-up will continue and the Phased Re-opening Plan will be discussed again next month.
- The library is participating in Holiday Fantasy with a Library Festival stroll. Items are available outside for the community to be picked up. Voting for Festival of Wreaths is also outside the library or available at the drive-up window.
- The budget worksheet containing the current and future budget was shared and discussed.
- LeAnn shared a few updates, lighting and drive up windows, that the community building and city offices are moving towards. She invited the library to also get quotes for these future changes. These will be discussed again at a future time.
- No Other Items of Note

Denny moved to adjourn; Jeff seconded.

Shelly Berning,

Secretary