

**COLON TOWNSHIP
LIBRARY BOARD MEETING MINUTES from NOVEMBER 23, 2020**

The Colon Township Library Board meeting was held November 23, 2020. The meeting was a virtual Zoom meeting. Attending were John Parr, Kathleen Adams, Mary Ann Zimmerman, Kelli Poortenga, Marilyn Miller, Christine Tenney, and Library Director Julie Censke. Also attending were Colon Township President Sandi Jackson, and new board members Carol Bielski, Dennis Cristofaro, and Scott Wyant.

The meeting of the Colon Township Library Board was called to order by President John Parr at 7:00 p.m.

Sandi Jackson swore in the new board members.

Motion to approve the minutes from the October 26, 2020 meeting was made by Mary Ann Zimmerman and seconded by John Parr. No nays. Motion carried.

A motion to approve the Library Revenue and Expenditure Report ending November 30 was made by Mary Ann Zimmerman and seconded by Carol Bielski. Motion carried. The charges for toilet repairs and tree planting will appear on next month's financial report.

The November 23, 2020 Director's Report is attached.

Director Censke also reported on the following:

- Library Board info, including orientation, webinars 101 and 102, and websites.
- Our Mission Statement, MAP, Overdrive, Hoopla.
- Our policy manual, and budget.
- The Woodland Library Cooperative.

We discussed the need to elect officers (President, Vice-President, Secretary and Treasurer). This will be tabled until the January meeting.

Others: We bought a heater for the library foyer, where are storing returned books which must be quarantined. We received a \$500 gift from an anonymous donor, to be put in the general fund. We have a "Santa's mailbox" for letters to Santa.

Out-going Board President John Parr said that it had been an honor to serve as Board President for the last six years. He said he would always be available if we need any help.

The next regular meeting of the Colon Township Library Board will be held January 25, 2021 at the Colon Township Library or via Zoom.

Meeting adjourned at 7:52 p.m.

Respectfully submitted,

Mary Ann Zimmerman