

**Minutes**  
**Langlois Public Library Board of Directors Meeting Oct 13, 2021**

Meeting called to order at 6:30 pm

Present: C. Waxham (Chair), D. McDermott (Vice Chair), S. Orbom (Treasurer), J. Rieber, A. House, C. Hovind (Director) and S. House (LPL employee). Visitors: None

S. Orbom moved to approve the Oct 13, 2021 agenda as amended; D. McDermott seconded; approved unanimously.

S. Orbom moved to approve the Sep 8, 2021 minutes; D. McDermott seconded; approved unanimously.

Sep 29, 2021 special board meeting minutes: S. Orbom elects not to include her statement with the minutes. J. Rieber moved to approve the Sep 29, 2021 minutes as amended; D. McDermott seconded; approved unanimously.

**Financial Report:** Best practices regarding insurance discounts were discussed.

**Director's Report:** The Hot Spot grant was not funded. Discussion regarding the short and long term plans for upcoming director recruitment, transition, and interim planning. C. Hovind proposed scenarios for library hours and staffing for her upcoming departure. S. Orbom suggests forming a committee to plan for long and or short term library staffing. Board members agreed that a special meeting may need to be scheduled later in Oct 2021 to further discuss. Library will open our doors beginning Oct 15, 2021 @ 11 am. Masks are required and a limited number of patrons will be allowed in the library at a time. Cybrarian software is needed on the new computers when they are installed.

S. Orbom presented a draft Board Treasurer's duty list.

Library grounds maintenance and pollinator garden were discussed.

Library website maintenance is on-going. D. McDermott suggested the library website needs a link to the World Famous Langlois website.

A. House suggested alternate board meeting dates. Library hours, mask requirements and library capacity were discussed. The board came to a consensus that the director should use judgement regarding community meetings in the library provided they are limited to 10 in attendance.

C. Waxham mentioned the possible need for a special meeting in October.

Adjourned 9:20 pm.

Next regular board meeting, Wednesday, November 10, 2021 at 6:30 p.m. at the library.

**Actions:**

**All board members:** Bring future library staffing options to the next meeting. **C. Waxham** contact SDAO about board training date options (Nov 15 or Dec 13 2021) as agreed by board members. **J. Rieber** research cost of Cybrarian software. **S. House** add World Famous Langlois link to LPL website.