

**Parlin-Ingersoll Public Library Board of Trustees**  
**Minutes for May 20, 2020—Meeting #2**

**A.) Call to Order 5:00 p.m.**

**Note:** The library itself was closed due to the COVID-19 pandemic. The board meeting was held virtually via Zoom with the agenda posted online and outside the building including instructions for the public on how to join the meeting or e-mail comments.

**Present:** Jana Emmons, Laura Kessel, Chris Leighton, Cathy Ludlum, Rhonda Vogel, Keely Vollmar  
**Absent:** Kim Freiley, Trygve Meade

**B.) Public Comments**

There were no public comments.

**C.) Agenda Items**

**1.) Appointment of Library Officers for FY21**

**Approved Motion:** The board voted unanimously to approve the current officers of President Trygve Meade, Vice-President Cathy Ludlum, Secretary Keely Vollmar, and Treasurer Jana Emmons for another term. (Motion: Ms. Emmons; Second: Mrs. Vogel). Ayes: Jana Emmons, Laura Kessel, Chris Leighton, Cathy Ludlum, Rhonda Vogel, Keely Vollmar. Nays: None

**2.) Committee Appointments**

The Board discussed the members of the Finance Committee, which currently consists of Jana Emmons, Rhonda Vogel, and Trygve Meade (who is now President of the Board and an ex-officio member). Jana Emmons asked to be removed from this committee and suggested Chris Leighton to be her replacement. A question arose about the wording of the Board By-Laws regarding membership in this committee. This issue will be tabled until next month when possible by-law revisions may be made followed by the establishment of this committee.

**3.) Freedom of Information Act Policy**

Mrs. Bunner presented an update to the Freedom of Information Act Policy noting the new operating budget as well as new trustees and staff numbers.

**Approved Motion:** The board voted unanimously to approve Freedom of Information Act Policy (Motion: Mrs. Kessel; Second: Mrs. Vogel). Ayes: Jana Emmons, Laura Kessel, Chris Leighton, Cathy Ludlum, Rhonda Vogel, Keely Vollmar. Nays: None

**Adjournment:** The meeting was adjourned at 5:15 p.m. (Motion: Ms. Emmons; Second: Mrs. Kessel).

**NEXT MEETING:** *The Board of Trustees will hold their next regular meeting Wednesday, June 17, 2020, at 4 p.m.*

Attest: \_\_\_\_\_  
Secretary

Date: \_\_\_\_\_