**Custer County Library Foundation**

**Meeting Minutes**

**April 9, 2020 Zoom Meeting**

**Call to Order:** The Custer County Library Foundation (CCLF) Council was called to order Thursday, April 9, 2020 at 1:00 p.m. via electronic meeting, Zoom. Foundation Members in attendance were Rose Kor, Katherine Wakefield, Laura Burns, Patricia Hoffman, Kim Canete and Doris Ann Mertz,

**Agenda Review:** President Kor presented the agenda for the meeting. Some additions were made.

**Minutes of March 5, 2020 Meeting:** The minutes from the previous meeting were reviewed on-line, were approved and placed on file.

**Treasurer's Report:**

* **Checking Account and Petty Cash.** Current balance of the checking account is $6,786.41. No deposits since the last meeting. Petty cash balance is $4.12. Petty cash is used primarily for purchase of stamps used in mailing thank you letters and cards for donations. Laura has a sufficient supply of stamps currently.
* **Edward Jones Investments:** The ending balance for February of $275,942.17 as shown on the attached report, decrease of $22,575.02; This is an overall -7.6% decrease for the year. See New Business for further discussion.

**Library Board and Librarian Report:**

* **Facilities Improvement Construction Update**: work has started on the Custer Library addition with the pouring of the footers.
* **Novel COVID-19 virus update**:
	+ Library curbside service has been implemented with the quarantine of returned materials before further checkout.
	+ Books on Wheels is set up with request form available on-line. No requests have been received to date.
	+ Sarah Meyers is the new library assistant in Janice’s position. She is also a notary and can be visited by appointment.
	+ Monthly reports are given to Custer County Commission and met this week to get PPE.
* **Black Hills Energy (BHE) Grant**-the grant request was submitted. BHE is currently using all their discretionary funds to support the Covid-19 virus. Grant awards are on hold until a later date.
* **First Interstate Bank**-A motion made by Katherine and second by Pat to have the signature cards on the First Interstate Bank account changed to remove Ann Snow and add Rose Kor. Motion was approved.

**Unfinished Business**

* Review of Proposed Bylaw Changes-we made some additional changes in Article III. A portion of this was removed as it was carry-over from the Articles of Incorporation and unnecessary in the Bylaws. Pat made a motion to revise the Bylaws as amended; Katherine made the second. A unanimous vote to adopt the Bylaws as amended. Rose will send each a copy and put one on file.

**New Business**

* Edward Jones Accounts-Kim suggested we have a volunteer do a basic review of our account portfolio and make suggestions of potential opportunities to save some fees. Doris Ann shared that we entered in the Guided Solutions account to allow greater movement between funds. We agreed to have Allen Canete do a review and discuss any suggestion at the next meeting. We will also invite Kris Zerbe to join a future meeting for account discussion.
* We will continue to hold any balance up to and over $4000 in the checking account rather than move money to Edward Jones accounts due to the current market fluctuations.

**Future Meetings:**

Next Meeting will be May 14, 2020, 1:00 p.m. via Zoom.

The meeting was adjourned at 1:33 p.m.

Laura Burns

Secretary/Treasurer

Attachments: Account Statements, Revised Bylaws of the Custer County Library Foundation