

## **Trustee Board Meeting**

**October 10, 2022**

**4:30 pm**

President, Marilyn Evans, called the meeting to order. Others present were trustees, Sue Trunck, Bonnie Shinn, Brenda Snider, and Rebecca Schildroth, and Library Director Lenah Oltman. A motion was made and seconded to approve the bills, and the agenda. The minutes were approved as corrected.

### **August Statistics:**

**New Patrons: 10**

**Newspapers: 19**

**Magazines: 13**

**Upstairs: 326**

**Tech Assist: 38**

**Reference: 329**

**Community Room: 236**

**Computers: 97**

**Door Count: 1081**

**Libby: 153**

**Physical Circulation 1249**

**Wi-Fi: 853**

**Website: 297**

**Programming:**

**All Ages: 89**

**0-5: 106**

**6-11:18**

**12-18: 8**

**Adults: 23**

**Programs: 14**

### **Director's Report:**

Lenah stated that last Friday we had 60 patrons in the door. She reviewed the programs she and her staff have implemented. At the last LEGO club session we had 26 kids. ISU Extension provided the supplies and staff. It was very successful. If this club is to be successful we will need to purchase a quantity of Legos. The 100 books before kindergarten have 34 kids currently signed up. Two have already completed their 1000 books. When a child has accomplished this the prize is a personalized book. Our cost is \$20. Per book.

She informed us that she has had two Friday lunch and work sessions with Ann Ray and Cheri. The time together has been rewarding and they have identified a need for a review of both the mission statement, and the video and book overdue policy.

Due to a family health issue Gail Kitterson will not be with us on October 20<sup>th</sup>.

### **Old Business:**

**1. Landscaping:** Dave Ehlers will do the work we wish to have done in the spring.

**2. Adopt an Author:** This new program is up and running. Several patrons have said they are interested in sponsoring an author or a series of books. .

**3. Smart TV:** The TV has been purchased. It was purchased for less than expected from Target. Jerry Shinn and Darren Oltman will install it soon. The total cost of the TV and mountings was \$324.89.

**4. Windows:** We are still looking for bids.

**5. Budget Amendment:** Our budget has been amended and will include an additional amount for utilities

**6. Cement Bid:** After several failures to get an additional bid for this project, it was thought that we should go with the only bid we received. Marilyn will check into when this can be done and if the bid is still valid. Rebecca has contacted three persons and none has given us a bid. It is thought that the cement under the pergola should be stamped and that the sidewalk to it smooth.

**7. Art Festival:** This was a success. There were 43 small canvas paintings completed. Marilyn helped with this project.

**8. Wooden Books:** Rebecca showed us one completed book. It has not been determined where they will be displayed. It was thought that after we do a comprehensive building plan that decision should be made.

#### **New Business:**

**1. Swank Licensing:** It was felt that this will be an excellent way for the staff to put on a variety of movies and it will enhance our ability to provide programming.. Sue made the motion to go with the three year license for \$1132.54 and that the funds be taken from a gift and trust account. Marilyn seconded the motion. The motion passed unanimously.

**2. Guernsey Foundation:** There will be a zoom meeting at the library on Wed. October 26<sup>th</sup> from 12:45 to 1:30. We are asking to be awarded \$883.63. This grant would be used for programming. Currently there is no budget item for programming and if awarded the grant it would set up and be first year funding for the Lego Club, Teen Time, RaaR, 1000 books before Kindergarten, Read em & Reap, and Print to Big Picture Teen Book Club.

**3. Miracle on Main:** This will be held on Saturday November 12th. We have been asked to host writing a letter to Santa and have Mrs. Claus read at 11:00. Hopefully the board members can help with this.

**4. Printing Contract:** Lenah has spoken with Gordon about our printing contract. It seems we can save money by going with a 6 month contract. This will be for 3,000 black and white copies and 1,500 color copies for the six months. This should save us money and also add color copies to our contract. The cost would be \$328.50. Sue made the motion to go with the 6 month contract. Bonnie seconded the motion. The motion passed unanimously.

#### **Other Business:**

**Board Training:** Our board training was done by Julie at the start of our meeting. She went over our budget with us and explained the ins and outs of how it works, and why it is done this way. It was a very successful training.

Meeting was adjourned at 7:06

The next board meeting will be November 14, 2022 at 4:30 p.m.

Respectfully submitted by Rebecca Schildroth, Secretary

