

Trustee Board Meeting

November 11, 2022

4:30 pm

President, Marilyn Evans, called the meeting to order. Others present were trustees, Sue Trunck, 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 read. Because Kate Schildroth wished to speak to us we moved her new business to the first item on the agenda.

October Statistics:

New Patrons: 4

Newspapers: 32

Magazines: 8

Upstairs: 326

Tech Assist: 46

Reference: 296

Community Room: 374

Computers: 126

Door Count: 183

Physical Circulation: 1167

Wi-Fi: 981

Website: 319

Programming: 151

All Ages: 8

0-5: 59

6-11: 35

12-18: 16

Adults: 33

Programs: 11

Director's Report:

Lenah stated that she has worked with Julie to get **the Lincoln Savings Bank Credit Card bills due** when it works well with the city budget.

The Colleen Hoover group that met this past month wishes to get together quarterly. The program was well received with 22 attendees.

Miracle on Main will consist of story time with **Mrs. Claus**, face painting, letters to Santa, and bracelet making.

Old Business:

1. Swank License: The license has been purchased and will be operational.

2. Guernsey Foundation Grant: We received a grant from the Guernsey Foundation in the amount of \$7,600. This money will be included in the 2023-2024 budget. It is to be used to start several of our new programs

3. Printing Contract: We have entered into a 6 month printing contract that will cost \$325.50. This will be a savings over the current plan.

New Business:

1. Reinbeck Courier Archives: Kate spoke to us concerning the ownership of the old Reinbeck Couriers. Currently they need to be moved. They will be stored at city hall in an unused office. If the library takes ownership they can be looked at by the UNI archives and repairs and proper storage can be done at no cost. They would then become our property. We wish to take this up at a future meeting.

2. Budget: There was much time spent working on our budget proposal for the coming year. Each item on the budget was discussed. Some of the special needs included funding programing, and the physical building needs in the near future. Attached is a copy of our proposal. It was thought that if we put \$171,000 of our CD money in the budget we would have it available to be able to spend on needed building upkeep. Nothing is earmarked for these funds at present.

We propose the following salaries for the coming fiscal year. **Cherie** to work from 20 to 25 hours per week at \$12.00 per hour. **Ann Rae t** to work 10 to 15 hours per week at \$11.00 per hour. A high school student to work 5 to 10 hours per week at \$8.00 per hour. Amanda to work 5 hours per week at **\$13.00** per hour. We also propose making the Directors yearly salary \$42,000 per year. Marilyn made the motion to accept the budget as worked on by the trustees. Rebecca seconded the motion. The motion passed unanimously.

Meeting was adjourned at 7:11

The next board meeting will be December 12, 2022 at 4:30 p.m.
Respectfully submitted by Rebecca Schildroth, Secretary