

## **Reinbeck Public Library**

### **Trustee Board Meeting**

**Monday May 14, 2021**

#### **4:30 pm**

President, Marilyn Evans, called the meeting to order. Others present were trustees, Bonnie Shinn, Sue Trunck, Jan Ehrig, Rebecca Schildroth, and Library Director Victoria Derr. This was a combination meeting as one trustee attended by Zoom and the others were present at the library. Motions were made and seconded to approve the minutes, bills, and agenda.

#### **Report on Library Operations by Director:**

Victoria stated that the work on the summer reading program is coming along nicely. Prizes and programs are set. There will be three age groups for prizes.

#### **May Statistics:**

**Plow:** 235 visits.

**Bridges:** 128 downloads

**Circulation:** 901

**Book Discussions:** No book clubs this month.

#### **OLD BUSINESS:**

- 1. Grants:** Paint grant is good until July of this year.
- 2. Coffee Bar:** The two bids for the electric service to the coffee bar were: \$325 from J Boldt Electric and \$524 from Konken Electric. It was moved by Rebecca and seconded by Sue to accept the bid of \$325 from J Boldt Electric. The motion passed unanimously.
- 3. Website (pictures):** Pictures are still needed from three trustees.
- 4. Donna Brandt Memorial:** Donna's son would like to give a large bush singular to the one on the south east corner in the front of the library.
- 5. Wages:** Currently the wages are set for the coming year (starting July 1, 2021). We will need to review them before the next budget year.

#### **NEW BUSINESS:**

- 1. City Council Report:** Victoria stated that our budget request was amended. This was for work on the electrical and plumbing, and for the insurance increase.
- 2. Project Goals for the coming year:** The board picked June 7 at 4:30 to work on a plan for the coming fiscal year. Painting, shelving, electrical and flooring are the top priorities on the list.

#### **OTHER BUSINESS:**

- 1. Board Training –Policies:** Jan motioned that we approve the employee titles and job description changes. It was seconded by Sue and passed unanimously.

Meeting was adjourned at 5:30.

The planning meeting will be June 8, 2021 at 4:30.

The next board meeting will be June 4, 2021 at 4:30 p.m.

Respectfully submitted by Rebecca Schildroth, Secretary