



JANUARY 27, 2021 – LIBRARY BOARD MINUTES

Attendees:

Cassidy Nemelka
Millie Smith
Heidi Taylor
Mary Heers
Lisa Robbins
Ron Campbell
Ruth Morgan

Minutes from September approved – motioned by Ron, Lisa seconded. Unanimous Vote.

Directors Report – Mary expressed that despite COVID challenges, the library has stayed open and the staff has done a great job with programs. She also pointed out that a new committee for Friends of the Library has been formed and has 5 members. Ron also expressed thanks to Heidi for sharing the directors report with the city council. Heidi highlighted a few items from the report. She noted the Friends of the Library meeting went really well and she is very optimistic about the goals and members. The main goal set is to reach \$15,000, they will also begin advertising for the brick campaign, starting at May Day. Katie Child will be spearheading the brick campaign. Heidi and Mary both encouraged board members to join in the campaign if they are able to. Millie had a question about the Family Search affiliation and the costs. Heidi says it is still in early stages, but she is actively working on signing a contract and creating advertising to promote affiliation. The cost is completely free. Heidi will be asking for 5 volunteers to help patrons by appointment in Family Search endeavors. She would also like to have youth volunteers to help out as well. The board was supportive of adding Family Search as an additional program for adults.

Budget Report– Millie expressed concern and noted that wages exceeded the budget. Heidi noted that wages will always exceed the budget – there were factors that contributed to this, raises were given to the staff but the city did not account for it in their budget. Ron said he would confer with the city and get to the bottom of it. Millie also asked if there was a way to get a more itemized list of expenses. Heidi makes a monthly itemized sheet and reviews it with Rick. Mary also expressed she would like to have a better understanding of the monthly budget. Heidi will send the sheet to the board for clarification on the monthly budget. Ron asked for clarification on

the budget, wondering if it runs on a calendar or fiscal year, as well as if Rick is consulted concerning the monthly budget. Heidi noted that the budget is crafted for a fiscal year and she and Rick meet monthly to review the itemized expenses. Ron also mentioned he would like to have Rick attend the board meetings more frequently and would speak to him about it.

City Council Report – Ron expressed that the support of the city council continues and they were very impressed with the progress made in donation and fundraising efforts. He also mentioned that the council has been reviewing the policies of the library and would like to keep up with the edits to make sure everything is in accordance with city policies as well.

Community Survey– Mary reminded the board that the survey had been sent out to the community and many responses were recorded. Mary and the board expressed that the majority of the comments were not a surprise and are consistent with the goals the board has for the future, such as being open for more hours, book clubs, etc. Other comments of note were of having a fireplace and a reading nook in the library. Millie noted that the one comment that stood out to her was that one suggested comment was to be open later in the evening hours. Heidi said after COVID restrictions are taken away, the goal is to be open 10 am to 7 pm, Monday through Thursday.

Committee for 3 Year Plan – Mary encouraged board members to be a part of the committee forming the 3 year plan and asked for volunteers. Ruth and Lisa volunteered. It was also established that Mary will be the chair, Millie the co-chair, and Heidi will also be involved.

Welcome to New Board Members– Mary expressed welcome to new board member, Ruth Morgan. Heidi had each member introduce themselves and give their background with the library. Ruth also introduced herself to the board.

Motion to adjourn by Ron, seconded by Lisa.