



## **Board Minutes**

**December 20, 2022**

**Present:** Burk, Kleeman, Joyce, Smith, Lenger, Reuter, Waggoner, Schneider, Coenen

**Approval of Agenda:** Motion to approve by Joyce, second by Schneider. All aye.

**Correspondence:** none

**Public Comment:** none

**Minutes:** Motion to approve the minutes of the November 15, 2022 meeting. Moved by Burk, second by Waggoner. All aye.

### **Financial Reports:**

**Accounts Payable:** We've renewed our SWANK movie license following strong attendance at interactive movie programs. We paid for Kanopy content credit that we expect to last roughly a year. Payments include NICC reimbursement and liability and property insurance. Insurance costs for FY23 are slightly over budget. One staff laptop died and needed to be replaced. The company we use for ransomware protection has changed its name. Motion to accept by Joyce, seconded by Reuter. All aye.

**Account Balance:** We've received 58% of our expected County income and 55% of total expected income. We've expended 36% of our annual budgeted expenses for personnel. We've expended 41% of our annual total operations budget, 36% of our total expenses. We anticipate a large expense for rebranding to come to the board next month. Motion to accept by Schneider, seconded by Burk. All aye.

**Director's Report:** Ryan has emptied one of our two storage units. This has involved a fair amount of weeding and led to conversations with staff about the importance of weeding and why we're withdrawing a lot of items in a short time period. We've drafted a new MOU with Carnegie-Stout and await their feedback. The Community Engagement position closed on 12/16 with several promising applicants. We met with the new County HR director Chelsea Green. Bingo Night fundraiser has been cancelled. The gift-wrapping fundraiser took place last weekend and was moderately successful. We'll be closed for four days for Christmas and four days for New Years. The staff holiday party will be in early January. We are no longer requiring Open Access patrons to have an account with their home library before opening an account with us. This change is

possible due to a change in how we authenticate patrons for access to Overdrive.  
Amanda will present our budget to the County Supervisors on February 6.

**Committee Reports:**

**JLAC:** Did not meet.

**Library Agency:** Did not meet. Annual reports were mailed to member cities.

**Farley Library Committee:** We're still working on phones. Counter tops should be installed soon. Work with FEH has been paused as Farley works to find funding. We'll work on grant applications in 2023. The contract with the County for ARPA funds is in-process and hoped to be complete in January. Farley community members prepared and distributed an informational flier about the library project.

**Unfinished Business:** None.

**New Business:**

Public Hearing- FY 2024 Budget Approval:

Motion to open public hearing by Waggoner, seconded by Joyce. All aye.

No public comments made.

Motion to close public hearing by Schneider, seconded by Waggoner. All aye.

Motion to adopt the budget by Smith, seconded by Schneider. All aye.

Director Evaluation: Tabled until January's meeting.

Collection Development Policy: Motion to adopt by Schneider, seconded by Burk. All aye.

Statement of Concern Policy: Motion to adopt by Burk, seconded by Waggoner. All aye.

Circulation Policy: Motion to adopt by Joyce, seconded by Reuter. All aye.

**Adjournment: Meeting** adjourned at 6:29 PM.

Next Meeting – Tuesday, January 17, 2022, 5:30 PM at Asbury.