



Board Minutes

November 15, 2022

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

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

Correspondence: none

Public Comment: none

Minutes: Motion to approve the minutes of the October 18, 2022 meeting. Moved by Joyce, second by Waggoner. All aye.

Financial Reports:

Accounts Payable: Fairly standard month for expenses. Past issues with the Verizon bill have been resolved. We replaced the brakes on the library van, added a new service for sending text messages, and purchased some additional furniture for Farley. Motion to approve by Schneider, seconded by Waggoner. All aye.

Account Balance: We've adjusted our processes so this report includes up to date income data. We've received 52% of our income for the year. The miscellaneous reimbursements line reflects payment from the Friends for Farley furniture. We're at 33% of our expenses for the year. Motion to approve by Schneider, seconded by Burk. All aye.

Director's Report: We've started using Twilio to deliver text messages. The Epworth library had a leak in the ceiling but it has been repaired. A staff laptop died and must be replaced. We're piloting a program to allow patrons to subscribe for holds on new titles from a given author. The bingo fundraiser has been abandoned due to excessive regulation. There will be a giftwrapping fundraiser.

Committee Reports:

JLAC: Did not meet.

Library Agency: The Agency had their annual meeting and took care of admin duties. There was no discussion of the Farley contract at that time.

Farley Library Committee: We're still working on a phone for the Farley library. We've ordered endcaps and countertops for the short shelving. Meetings with Farley and FEH have been paused pending City funding for FEH's services. The Carver Foundation grant application has been submitted. The County is beginning work on the ARPA funding contract, ideally for approval at their 11/28 meeting.

HR Committee: The committee needs to identify the current adopted job description before they can proceed with Amanda's review. Amanda will work tracking that down.

Finance Committee: The finance committee has prepared a draft budget that raises our per capita by \$1.25, with \$0.25 of that actually paid out of our reserves. Amanda has adjusted allocation of funds within the budget to avoid unspent funds at the end of the year. Those funds have historically been spent on materials, so the largest change is an increase in materials funding.

Unfinished Business: None.

New Business:

Circulation Policy – Motion to adopt by Smith, seconded by Joyce. All aye.

Policies to rescind: Laptop loan - Motion to rescind by Waggoner, seconded by Burk. All aye.

2023 NICC Reimbursement Agreement - Motion to approve by Smith, seconded by Burk. All aye.

Memorandum of Understanding- Union Contract Revised Appendix A - Motion to approve by Joyce, seconded by Smith. All aye.

FY2024 Budget – Motion to approve by Schneider, seconded by Smith. All aye.

Set Public Hearing for budget, December 20, 2022 - Motion to approve by Burk, seconded by Waggoner. All aye.

Adjournment: Meeting adjourned at 6:20 PM.

Next Meeting – Tuesday, December 20, 2022, 5:30 PM at Asbury.