

Adams County Library Board Minutes

December 16, 2019

(These minutes have not yet been approved by the Library Board of Trustees)

The meeting was called to order at 2:00pm by Mary Nelson, Board President. Members present were Nelson, Townsend, David, Waugh, Edwards, Theim and Peterson. Erin Foley, Library Director was present. Kyle Patterson was also in attendance. SAYL student Carrie Anderson was present for the entire meeting. SAYL students Emma Hamilton and Emily Dahlke arrived at 2:25 for the meeting.

The meeting was properly announced. There was no public input, but it is always welcomed.

Motion to approve the agenda by Peterson/Townsend. Motion carried.

Motion to approve the minutes by Townsend/Theim. Motion carried.

Bills were circulated for review and initialed.

Financial Reports were reviewed. Motion to approve Financial Report by Theim/Waugh. Motion carried. Treasurer's Report was given by Theim

Communications and Reports

126# of food was donated to the Food Pantry.

Term renewals will be on the County Board agenda.

SCLS

SCLS Report was not available at this time.

Director's Report

Circulation was down 9.9% year-to-date and holds are also down. Overdrive is stable.

Budget is on track. We are 92% through the year.

Friends of the Library meeting was held on 12/16. The Chocolate Affair was discussed and planning is going well.

Tech updates-We have learned that patron items can be scanned using our photocopier and emailed to personal accounts. Erin will look into how the Dells Library uses scanning and emailing vs. faxing some items and she needs to check SCLS to make sure this isn't a patron privacy issue.

A Mindfulness Conference for kids will be held on 12/30 and the library will help by having a scavenger hunt.

Discussion and Action Items.

2020 Budget Update was discussed. The only thing which would affect the 2020 budget now could be the wage study.

Tech Update: 3 new Wi-Fi access points came in. We are getting good service and devices can work in the meeting rooms. A new universal power supply was installed. We have our own server.

Catalog Migration: This has mostly gone well. There have been a few calls from people who can't log in. The staff seem to be doing well with it.

Community Outreach and Bookmobile: Nothing really to report as of now.

Agenda items for future meetings

January Potluck at 1:00pm

Director's Review

Election of Officers

The next meeting is January 20 at 2:00pm

Motion to adjourn at 2:30pm Theim/Nelson. Motion carried.

Respectfully Submitted,

Theresa David