

Adams County Library Board Minutes

Monday September 21, 2020

(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: Nelson, Townsend, David, Edwards, Theim (arrived late), and Waugh. Erin Foley, Library Director was in attendance. Marylu Silka was also in attendance.

The meeting was properly announced. Motion to approve the agenda by Edwards/Townsend. Motion carried.

Bills were circulated for review and initials.

Motion to approve minutes by Waugh/Townsend. Motion carried.

Motion to approve financial report by Edwards/Waugh. Motion carried.

Communications and Reports

None

SCLS

- A. Examination and Discussion of Budget FY 2021
- B. Approve the Designer/Builder selection recommendation for NEW SCLS Hub
- C. Approve Continuing Education Agreement with Arrowhead System

Director's Report

Checkouts are down 49%, SCLS checkouts down 53%, 661 items for Overdrive in August
Notifications for holds was not working at one point in August, still making adjustments to Bibliovation
Budget is on track. Under spending occurring on several lines. We are at 66% of the year. Cash is down a bit.

Quick Notes:

Library layout: Staff has been working on designing a teen area. Board agrees that moving computers around is a good option to explore in order to create different (smaller meeting/teen/private study) spaces.

Tech changes: Several things occurred this month including trying to fix the phone messaging system.

Wireless printing is appreciated.

Delivery Service: Delivery is now 5 days a week.

Outerlibrary loan: "Marylu does a great job with this" Erin. Marylu is now able to fill Outerlibrary loan requests.

Cybersecurity: The DPI-sponsored program is moving forward.

Bookmobile: USDA Rural Development program explained. Will keep revisiting the Bookmobile funding possibilities.

Selling donated books: To help fund a bookmobile, Board gave Erin input on plans to sell some rare books that came in to the library's care.

Treasurer's Report was given by Theim.

Discussion and Action Items

- a. Leave of absence for Danna Peterson: Motion to make an indefinite leave of absence for school representative Danna Peterson by Edwards/David. Motion carries.
- b. Change in Library Hours: Motion to adjust the ACL hours to include Wednesdays from 10am to 7pm by Nelson/Townsend. Motion carries
- c. Dress Code Discussion: Covered by the County Personnel Manual. The Board reinforces importance of dress code to Erin and Erin understands this. This is a good example of bringing things to the attention of the Board. No motion so discussion has ended.
- d. Mask Mandate: Reminder of County mandate.
- e. Budget Update: One change-County got a better deal on health insurance.
- f. Delivery Update: 5 days a week now.
- g. Motion to go into closed session by Nelson/Waugh. Roll call vote: all votes are yeah. Motion carries. Motion to reconvene into open session by Nelson/Townsend. Roll call vote: all votes are yeah. Motion carries.

Agenda items for future meetings

Update on Danna Peterson

Voting Procedure for ACL Board in lieu of Peterson's absence

The next meeting will be October 19 at 2:00pm in the Adams County Community Center.

Motion to adjourn at 3:15pm by Theim/Townsend. Motion carried.

Respectfully Submitted,

Theresa David