

Adams County Library Board Minutes

January 20, 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 were Nelson, Townsend, David, Waugh, Edwards, Theim and Peterson. Erin Foley, Library Director was present. Kyle Patterson was also in attendance.

The meeting was properly announced, but there was no link to the agenda on the County Website. There were members of the public at the annual potluck prior to the meeting, but no member was present at the meeting, although attendance is always welcome.

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

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

Bills were circulated for review and initialed.

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

Communications and Reports

225# of food was donated to the Food Pantry.

SCLS

Presentation by Jody Hoesly on Data Dashboards-using data and stories together for more powerful advocacy presentations

Migration report-initial start is encouraging, but problems crop up and are persistent. Staff and vendor at work to mitigate and resolve.

Director's Report

Circulation was down 9+% year-to-date. Overdrive is up.

Library visitors are up 10,000 visitors with the new counter being used. We are giving it another month to check for accuracy.

Wi-Fi Reporting: You will note that our computer user numbers have changed substantially. This is due to the new Meraki wireless system that was installed in November. We now have three access points that are separately counted so we can see how Wi-Fi is being used in different areas, and it gives a breakdown on how much data is uploaded and downloaded, and what sort of wireless browsing is being used.

Friends of the Library: Chocolate Affair is Feb. 1.

New Library timecards and fobs and ID badges are being used.

Budget for 2020: This should be added to your Trustee handbook.

Annual Report: There is not much that has changed. The Library Board will need to approve it at the meeting on 2/17. Because the report can be submitted digitally this year, Mark Ibach needs a signed copy by 2/27 for submission to the state by 2/29.

Review of Library Board Annual Schedule: I request that the Board take a look at the Annual Schedule. It is a useful document, but needs to be updated.

Discussion and Action Items.

Report of Nominating Committee/election of officers

-President: Mary Nelson

-Vice President: Marge Edwards

Treasurer: Bob Theim

-Secretary: Theresa David

Motion to approve the slate of officers by Peterson/Theim. Motion approved.

Catalog Migration Update

-the longer we've worked with it the more problems have cropped up. It is impacting the staff time working with it. Was this looked into deep enough before Migration occurred?

The Board of Trustees will convene in closed session

-Motion to convene in closed session by Waugh/Theim. Roll call vote was taken. All Board members present voted yes.

-Motion to convene in open session by Theim/Waugh. Roll call vote was taken. All Board members present voted yes.

Agenda items for future meetings

Report on Annual Board Schedule

Highlights from Legislative Day

Wi-Fi Updates

SCLS Update on Bibliovation

The next meeting is February 17 at 2:00pm

Motion to adjourn at 3:45 pm Peterson/Theim. Motion carried.

Respectfully Submitted,

Theresa David

