

## Adams County Library Board Minutes

Monday May 16, 2022

(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, President. Members present: David, Edwards, Nelson, Theim, Townsend and Waugh. Peterson was excused. Erin Foley, Library Director and Marylu Silka were in attendance. Kyle Patterson (online) and Cynthia Haggard (online) were also in attendance.

The meeting was properly announced.

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

There was no public input, but it is always welcomed.

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

Bills were circulated for review and initials.

Motion to approve the financial report by David/Townsend. Motion carried.

Balance forward March: 95975.26, Interest: 53.08, Admin fee: -111.86, Realized gains or losses: 939.60, Unrealized gains or losses: -7104.04, total balance forward April: 89752.04

### Communications and Reports

35#lbs of food for Food Pantry

SCLS Board of Trustees Mtg. April 28, 2022

1. Accepted the Audit Report
2. Moved Forward With Refinance Plans for Building Loans
3. Approved Easement Agreement w/ Madison City Gov't
4. Set July 13, 2022 for Groundbreaking Ceremony

### Director's Report

Circulation is up 52%. Holds up 10%. Overdrive use is steady.

Budget is 1/3 of the year, 33% of the budget

#### Quick Notes:

--New digital faxing system.

--Theft on 4/26.

--Job Posting for Library Aide.

--WAPL Conference. Erin attended.

--ECF grant. SCLS has added us to a grant for a year's worth of free hotspot use through the Emergency Connectivity Fund.

--Summer Hours: After Memorial Day, the library will be closed on Monday and Wednesday evening after 5pm.

--Local Hold Work Group. SCLS is seeing what happens when new books stay in the home library before being sent out to fill holds in other libraries.

--Chocolate Affair 2022 Ticket sales, prices and raffle winners.

### **Items for Discussion and Possible Action**

#### **a. Review of Appropriate Behavior policy**

--Table for another month so Corp Counsel can review the policy.

#### **b. Discussion of names for Small Meeting Room**

--Name will be "The Meeting Room." If you come up with something let Erin know.

#### **c. Review of Library 5-year Plan and Goals, and Long-term Planning**

--Motion to approve new 5-year plan as amended to "promote use of the Meeting Room" and "Purchase, equip, and put into service a Bookmobile". Nelson/Theim. Motion passed as amended.

#### **d. Bookmobile project discussion including ARPA funds and school library interest**

Discussion:

--Cmte members were concerned about consumer price index going up and not knowing county's needs, concerned about ½ time staffing; coming from "someone in the choir", school library issue discussed, look to see if there are things not needed on Bookmobile, explore option again

#### **e. County plan to charge Library for cleaning services**

Discussion:

--Cynthia: internal maintenance services trying to get things standard across departments, tracking time for cleaning and maintenance  
--Many questions by the Board including ones about common areas, supplies, indirect costs, about why it wasn't standardized before  
--Cynthia: Definitely give the Board data before the MOU

#### **f. Friends of the Library April Meeting**

--Annual meeting May 19, 5:30pm in the Reading Room

### **Agenda items for future meetings**

Budget Discussion

Appropriate Behavior Policy

New date and time for Meeting possibility

Summer Potluck

Maintenance Fee

Bookmobile

The next meeting will be June 20 at 2:00pm in the Adams County Community Center.

Meeting adjourned at 3:25pm.

Respectfully Submitted,

Theresa David