

Adams County Library Board Minutes

Monday May 15, 2023

(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.

Roll Call: David, Edwards, Nelson, Peterson, Townsend present. Theim and Waugh excused.

Erin Foley, Library Director and Marylu Silka were in attendance. Kyle Patterson and Cynthia Haggard were in attendance online.

The meeting was properly announced.

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

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

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

Bills were circulated for review and initials.

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

Treasurer's Report: Treasurer Theim excused. Report: Balance forward March 89859.09, Interest 105.78, Admin Fee-105.55, Realized gains or losses -761.34, Unrealized gains or losses 1327.77, Total for April 90425.75

Communications and Reports

36.5# of food for the food pantry.

South Central Library System report 4/27/23

Audit Report-all in order and approved

Report on Groundbreaking Ceremony

Approve "Agreement To Participate In SCLS Technology Service 2024"

Director's Report

April checkout are down 2%, holds down 4%

33% of year and budget at 34%

Quick Notes:

WAPL Conference-Erin attended

Senior and Veterans Fair-Library will have booth on 5/17

Adams County Kids Day-Library represented

Student Government Day-Erin will represent Library on 5/19

Giessel Estate

Items for Discussion and Possible Action

a. Review of Library Board Bylaws

Motion to amend Sec. 6, order of business, and remove article 7 sec. 1 conflict of interest of the bylaws by Edwards/Townsend. Motion carried.

b. Review of Library Personnel Policy

Motion to accept Personnel Policy as amended with change to Working Conditions, Emergencies "In the event of damage to the Library or damage to areas of the Community Center building, the Library Board President, the Buildings and Grounds Director, and the County Manager shall be notified at once", and with added links by Nelson/Townsend. Motion carried.

c. Review of Library Policies

-Material Selection

Motion to approve two semantic corrections, "to provide" and "for purchase of materials" to Material Selection Policy by Nelson/Peterson. Motion carried.

-Request for Consideration

Motion to approve as reviewed by Edwards/Townsend. Motion carried.

-Gifts and Memorials

Motion to change to "book sales" and approve as reviewed and amended by Nelson/David. Motion carried.

-Meeting Room Use

Motion to take out "small" anywhere in regards to the Meeting Room and approve as reviewed and amended by Nelson/Townsend. Motion carried.

-Library/School Relations

Motion to approve as reviewed by Peterson/Nelson. Motion carried.

-Posting and Display

Motion to approve as reviewed. Townsend/David. Motion carried.

-Volunteer Policy and Application

Motion to approve as reviewed. Townsend/Edwards. Motion carried.

-Policy Amendments

Motion to amend to take out "including the...statement)" and approve as amended by Edwards/Peterson. Motion carried.

d. Closure of Library 5/30

-moot point

e. Library Service Plan

-We will work on it in June

f. Terminate Standing Bookmobile Committee

-Suggestion to sunset this committee and create new committee for purchasing and staffing a Bookmobile.

Motion to end current Bookmobile Committee by Nelson/Townsend. Motion carried.

Agenda items for future meetings

5 Yr. Plan

Library Service Plan

Forming New Bookmobile Committee

The next meeting will be June 19 in the Adams County Community Center.

Meeting adjourned.

Respectfully Submitted,

Theresa David