

Maltman Memorial Library Board

Meeting Minutes

March 17, 2022

In Mariah's absence, Matt called the meeting to order at 6:30 pm.

Open Meetings Act acknowledged.

Roll Call: Matt Troyer-Miller, Anna Fehringer, Abby Rennau, Mary Harders and Veronica Kaufman were present. Myriah Leisher was absent. No public attendees.

Approval of February 17, 2022 meeting minutes: Anna moved and Abby seconded, 4/0 approval.

Public Participation: None

Financial Reports: Anna reviewed expenses for the last month. February expenses include Programming, \$474.10, Other \$59.71, Books \$650.87 and supplies \$27.76 for a total of \$1,212.44.

Veronica also paid by personal check \$26.88 for additional fairy garden supplies. For reimbursement purposes, the Board needs to approve. Mary moved the board approve this expenditure so Veronica may be reimbursed. Abby seconded and the motion passed 4/0.

After a general discussion, Abby agreed to ask Christina for a meeting to clarify budget questions and limits on employee hours.

Library Director's Report:

Patrons: Attendance was slow the last two weeks for no apparent reason.

Denise Harders visit: Denise, the Central Plains library contact, visited with Veronica about the services offered from the Hastings support system. Maker space equipment is available for loan for a month. Veronica asked Denise her opinion on shelving books by genre versus by author. Shelving books by genre for children's books is common, but not so much for adult books as they can meet more than one genre.

Programming: *Fairy Gardens*- 8 people registered, 6 attended. *Bingo*- Going well in afternoons. Had request for Monday night BINGO, but no one has attended. Will advertise for a few more weeks before making changes. *Reading Passports*- Coming soon a reading and prize program for all children.

1,000 Books before Kindergarten-Starting next week, will send flyers to preschool and Stick Creek Kids daycare. Prizes after each 100 books read. Veronica mentioned she purchased a prize dispenser machine.

Unfinished business:

Library Management Software/Libib: Apollo software representative told Veronica the library should start ASAP on the conversion process and gave specific recommendations as to the type of labels to use. For the new system, each book would need two labels attached. Before converting systems, unwanted books need to be weeded/discarded. Veronica plans to attend Apollo training 4/1/22. Apollo software charges begin when book labeling begins. Issuing library cards is a possibility and represents an additional cost.

New Library Hire: Two library assistants may split 25 part-time hours. City administration said the new hire's title would be assistant librarian as no assistant director position exists on the pay scale. Currently Ana Sanchez works 6 hours. Veronica will begin advertising for a second assistant librarian on Facebook.

Anna moved the Board approve the assistant librarian job description provided by Veronica. Matt seconded and the motion passed 4/0.

Veronica stated she has been working over 35 hours (but less than 40) due to staying later to coordinate with Ana. Ana will be asked if she would come in earlier so Veronica's don't exceed 35. The Board stated they would like more clarification on Veronica's hours from city administration.

Prime Time Reading: Veronica let the Prime Time Reading contact know the library was interested in offering the program. The next step is deciding on a program coordinator. Matt suggested coordinating with Stick Creek Kids, and Veronica will visit with them. Program decisions and the application need to be made by July.

Friends of the Library: Nebraska Library commission Christa Porter provided information on starting a group. The organization will need to obtain IRS 501(c)(3) non profit status. Mary suggested applying to the Wood River Centennial Foundation for financing start-up costs. Members also suggested contacting local libraries with Friends groups to learn how their groups formed and operate. Veronica also listed off local individuals who were interested in being part of the Friends group.

Fundraising committee: Veronica named the persons willing to fundraise for moving the library & senior center.

New Business:

Veronica will buy a 2021/2022 yearbook for the library.

Adjournment:

Anna moved the meeting adjourn at 8:15pm. Matt seconded the motion. The members approved 4/0.

Next Meeting:

6:30pm April 21, 2022 at the library.