

Maltman Memorial Library Board

Meeting Minutes

December 19, 2022

Matt called the meeting to order at 6:05 pm.

Open Meetings Act acknowledged.

Roll Call: Mary Harders, Matt Troyer-Miller, Nate Canfield and Anna Fehringer and Director Veronica Kaufman were present. Tracy Jakubowski absent.

Members acknowledged Veronica's one year anniversary and thanked her for all she's done.

Minute Approval: Nate moved and Anna seconded approval of the November 16, 2022 minutes.

Approved 4/0.

Financial Report:

Members reviewed the actual versus budget expenses through November. Veronica reported Christina said the library's 2022-2023 budget of \$76,013 is lower than last year's \$78,843, because library income declined.

Anna reviewed and signed off on the November expenses. Anna moved and Nate seconded approval of the November expenses. Approval 4/0.

Audience Participation: None

Library Directors Report

Santa's visit: Only program offered this month. Over 100 attended. With the cookies donated and the bank sponsoring the reindeer, it was a low-cost event for the library.

Apollo: Plan to be done with preparing the book collection for use with the new software system this week. The goal is to do employee training in early January via Zoom and then begin using Apollo soon after.

Grant request: Veronica applied for an internship grant and expects to hear by year-end if the request is approved. The grant would fund a high school or college student's assistance with the summer reading program.

Vacation: The library will be fully staffed during Veronica's upcoming vacation.

Old Business:

Weather closures: The city doesn't have a formal policy for weather-related closings. Ashley will have maintenance workers post notices on the library's front door when the library closes due to inclement weather. Veronica will post notice of closure on Facebook.

Security cameras: Installed and in use.

Legacy Station donation: Matt reminded everyone to make their donation soon.

New Business

City Website work: Veronica will visit with the city council tomorrow night about doing website work for the city. The website work will be in addition to her current work hours at the library.

Adjournment: Mary moved and Anna seconded to adjourn at 6:45 pm. Approved 4/0.

Next Meeting: January 18, 2023, at **6:00 pm** in the library.