

## Maltman Memorial Library Board

### Meeting Minutes

July 14, 2021

Board President Marilyn Engelker called the in-person meeting to order at 9:00 am.

Open Meetings Act acknowledged.

Board member roll call taken with Mavis Reiter, Jane Wagoner, Bev Voss, Mary Harders, Marilyn Engelker, and Library Director Deb Fairbanks. Jim Reiter attended from the public.

Approval of prior meeting minutes: Jane moved, Bev seconded, 4/0 approval of the June 9, 2021 minutes with the following change noted: After the meeting, Mayor Cramer changed the due date for library board applications from July 29, 2021 to July 22, 2021 to allow the city council more review time.

Approval of the June 23, 2021 Special Board meeting minutes: Mavis moved, Bev seconded, 4/0 approval with the following correction: Mavis's last name was misstated as Leonard instead of Reiter.

Financial Report: Mavis moved, Jane seconded and 4/0 approval of the following purchases: Credit card purchases of miscellaneous items including plaster, plaster, craft supplies totaling \$47.27, Book order \$356.47, Clipper help wanted ad \$22.00, Microsoft 365 subscription \$69.99. The library also received \$900 in state aid from the library commission.

Audience Participation: Jim Reiter stated he wanted to see the library stay at its current location and use the funds for building premises be used to expand the library at its current location. He also said the decision between adding on to the current location versus moving to the proposed location should be decided by city election ballot.

Evaluation of Job Performance: Bev moved and Jane seconded the Board move into private session at 9:10 am for discussion of board member's behavior regarding understanding of Open Meetings Act and professionalism while patrons are present. At 10:03 am Mavis moved and Jane seconded to exit the closed session, approved 5/0.

Deb's Library Director's Report:

- 1) Deb applied for the ARPA grant of \$4,119 which may be used for anything but new construction. Possible uses for the funds include the annual subscription for Nebraska Overdrive (ebooks), new chairs that are easier to clean, copy machine, office chairs, book club books.
- 2) May apply for the Youth for Excellence grant.
- 3) The library will show a movie on July 28.
- 4) The library had 101 children sign up for crafts in a bag.
- 5) For the Reading in the Park program, only children in the summer school program attended.
- 6) Deb plans to attend the October NIA conference virtually.

- 7) The library hired Anna Sanchez and Shannon Ellison to work part-time. Anna is willing to work Saturdays and Shannon is willing to work evening hours. Anna received 2 hours of training 7/13 and will work 3-5 pm the week of 7/19 while Deb is out of the library.

**New Business:**

**Policy Review:** Marilyn proposed updates to the Maltman Memorial Library Policies sections #14 Public Services, #15 Staff Professional Development, #18 Unattended children and #21 Volunteers. The content of Christa Porter's June 9<sup>th</sup> email to Eric Nielsen describing when board members and others may volunteer to cover when a library director leaves on vacation will be incorporated into the policy.

**City council Meeting June 23<sup>rd</sup>:** Mary indicated her disappointment she was the only Board member to attend the meeting when the city council specifically asked the entire Board to attend. Mary also stated she told the council members the Library Board members need to contact the library commission more often for clarification on library issues. Council members didn't specify what hours they expected for evening and Saturday hours. (They asked Mary for more community friendly library hours.)

**Old Business:**

**Public Facebook:** Eric Nielsen is still working on the project.

**JEO Feasibility study:** The group continues to meet. A public meeting has not been set.

**Library Building Committee:** No meeting held.

**Board Terms:** Board members with terms expiring in August include Marilyn, Jane and Bev. Both Marilyn and Bev indicated no intention to apply for reappointment.

**Budget update and Strategic plan:** These items were tabled until the August meeting.

**Announcement:** The next meeting will be August 11 at 9 am.

**Adjournment:** Bev moved, Mary seconded and the meeting adjourned at 11:45 am. 4/0