

Maltman Memorial Library Board

Meeting Minutes

March 10, 2021

Board President Marilyn Engelker called the virtual meeting to order at 9:00 am.

Open Meetings Act acknowledged.

Board member roll call taken with Jane Wagoner, Bev Voss, Mary Harders, Marilyn Engelker, Mavis Reiter, Library Director Deb Fairbanks and assistant Mandy Koperski in attendance.

Prior Minutes: Mavis moved and Jane seconded the approval of the February 10, 2020 minutes including the amendment of changing the word "six" to "five" under the covid restrictions paragraph. 5/0.

Financial Report: Jane moved and Bev seconded and the Board approved 5/0 the following: Summer reading program supplies including \$19.35 Dollar General, \$29.99 paper bags, \$303 books and other supplies. March book order totaled \$288.80.

Deb said City Treasurer, Christine will move \$486 from ledger item "other receipts" to "grants".

Audience participation: None.

Library Director's Report by Deb:

- 1) Education certification requirement: Two board members obtained 11 hours of required education by participating in the 2021 Big Talk for Small Libraries webinar. The Board must obtain 20 credit hours by August 2021. Marilyn earned 8 hours and Mary 3 by listening to portions of the webinar. Marilyn described how members may access the recorded presentations so they may earn credit hours.
- 2) Safety issue tracking sheets: Marilyn and Deb recommended the library use the city's forms for tracking issues relating to safety concerns rather than the library developing its own. A sample was included in the Board packet for members to review.
- 3) Lawn: Marilyn will visit with Brent about seeding the bare spot where the tree was removed.
- 4) Seed library: Vegetable seeds will soon be available for patrons to pick up and plant.
- 5) After school program: Is going well.
- 6) Summer Reading program: Supplies ordered, participant sign up begins in May, the program will be 4 weeks in June.
- 7) Mandy's performance review: Deb summarized assigned ratings and Mandy's raise.

New Business: None.

Old Business:

Covid restrictions: Deb said the library will be open to patrons 14 and younger beginning in early April. Book club may also meet in person the library next month.

JEO feasibility study: Mary reported at the first meeting on February 15 by zoom, the participants were asked expansion needs for the library and senior center. JEO representatives said they would tour the library and senior center before convening the next meeting. Deb reported no JEO representative contacted her to tour the library.

Building committee: No report.

Announcements:

Deb's annual review due in April: Before the next meeting, members will receive rating sheets in their Board packets. Members should complete the forms before the April meeting.

Next Meeting: Wednesday, April 14, 2021 9:00 am maybe in person. Jane moved, Bev seconded and the Board approved 5/0 to adjourn the meeting at 9:40 am.