

Maltman Memorial Library Board

Meeting Minutes

April 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 Jane Wagoner, Bev Voss, Mary Harders, Marilyn Engelker, Mavis Reiter, Library Director Deb Fairbanks. Attending part of the meeting were Ken Fairbanks, Mandy Koperski and via zoom, the city clerk's office.

Prior Minutes: Bev moved and Jane seconded the approval of the February 10, 2020 minutes including the amendment of amending under the section covid restrictions the last sentence to say "As before, all children 8 or younger must be accompanied by a guardian or caregiver aged 13 or above." 5/0.

Financial Report: Mavis moved, Bev seconded and the Board approved 5/0 the following purchases: Steel storage cabinet \$244.99, Cleaning supplies \$21.95, book order \$351.78 and Clipper subscription \$54.00.

Audience participation: None.

Deb's Library Director's Report:

- 1) Readers Zone reading program to be offered 5/31-7/31. An online reading program paid for by the library commission. Drawing prizes will be awarded.
- 2) Summer reading program will be 4 weeks in June. Participants sign up in May. The schools are promoting the program. Deb showed the program's crafts and expects up to 80 participants.
- 3) Brent, with Utilities, seeded grass in the lawn's bare spot and addressed problems with a sprinkler.
- 4) A new lockable steel cabinet stores the library's cleaning supplies & chemicals.
- 5) Marcia Bloom, a long-time library donor from AZ, passed away. Board to send a sympathy card.
- 6) The furnace isn't heating properly. Utilities worked on it once, but need to look at it again.
- 7) The library will be open to all ages beginning April 19.
- 8) For the After School program in May, students will receive a calendar challenge supplied by the library commission. The library donates discarded childrens books to the after school program.
- 9) The school asked the library to do a reading program activity. Plans include reading a book to children in the park. A fairy gardens activity, postponed from 2020, will also be offered at a \$5 charge to participants.
- 10) The number of library patrons using the Overdrive/ebooks program continues to increase.

New Business:

April 6th city council meeting:

The city council asked for a representative to answer questions about library policies and procedures. The council inquired if the Board checked the accuracy of the Bibliostat report, an annual library report to the library commission & why the library not open in-person to all ages. It was noted the city offers free wi-fi and the city treasurer will provide a statement of revenues & expenditures monthly to the library. Status of a new-hire library assistant right before the pandemic were also clarified. The Council requested Deb attend the April 20th meeting because her annual review will be presented then.

Deb's Review:

At 9:40 am Mavis moved and Jane seconded, approved 5/0 to adjourn to a closed session to do Deb's performance evaluation.

At 10:23 am Mary moved to exit the closed session, Bev seconded and approved 5/0.

Mavis moved the Board approve Deb's evaluation, Jane seconded and approved 5/0.

Library Tour:

Deb showed the new cleaning/chemical supply cabinet and discussed maker space storage needs.

Old Business:

JEO feasibility study:

Last month two JEO architects toured the library, surrounding grounds, the senior center and the available space at the old nursing home.

Building committee: No report.

Announcements:

- 1) All Board members are asked to attend the April 20th city council meeting
- 2) Encouraged to complete education hours for the library's certification.

Next Meeting: Wednesday, May 12, 2021 9:00 am maybe in person.

Jane moved, Mavis seconded and the Board approved 5/0 to adjourn the meeting at 11:05 am.