

Library Board Meeting August 10, 2020 – Minutes

Meeting held at Ella Missing Center

Call to Order: This is an open meeting of the Arapahoe Public Library Board. The Arapahoe Public Library Board abides by the Open Meetings Act in conducting business. A copy of the Open Meetings Act is available in the blue booklet held by the Board President.

Roll Call: Donnie – Present, Patrick – Present, Benita – Present, Kylea – Present, Carrie – Absent

Attending: Jennifer Board of Director and John E Koller filling in for city council liaison for Troy tenBensel

Public Comment (10 minutes) – no public comment, no one spoke up

- Presentation by Wilkins Architect Design Planning
 - 3-D Walkthrough of the library renovation
 - Caitlyn Snyder the Architect and Interior Designer here to present an update on the project
- Minutes and Approval
 - Accept minutes from the month of July
 - Donnie motioned to approve the minutes and Patrick second
- Treasurer's Report
 - Accept Treasurer's Report for the Month of July
 - Jennifer reviewed the treasurers report and talked about book orders being a little higher this month
 - Central Plains Library Program – we pay for this to get large print material or audio books from them
 - Reviewed petty cash document
 - Reviewed financial documents Donna sent over
 - Motioned to approve by Patrick and second by Donnie
- Old Business
 - Discussion of Budget
 - Patrick spoke and gave a report on what they learned from the city financial committee that he and Jennifer spoke to. We don't have our finalized budget yet but will be similar to last years budget.
 - Construction Committee report
 - Bidding process was brought to the committee. The next meeting is August 25th at 2pm.
 - Construction won't start until September at this point – this has been pushed back from end of August
 - Not sure when we'll be out of the Legion Hall.

- Donnie gave an update on what he has figured out with things with ATC
 - Gala Committee report
 - Kylea gave an update on what we are doing on August 21st
 - Not doing food at this event
 - We have also set a date for next year for April 10th
- Librarian's Report
 - Officially opened in June and circulation went up from the month before
 - Summer reading is officially wrapped up
 - Update on how things are going at the Legion Hall
 - Book drop situation. Jennifer talked about how she ordered something on Amazon for this. She will get this and try it and see how it goes
 - Jennifer gave a full report
- New Business
 - Discussion of Internet Filtering Software for CIPA compliance
 - Donnie reported on this and how it worked
 - Jennifer reported on the cost here. Would be a dashboard cost and then a monthly cost after that.
 - Right now, there isn't one. On the public computers right now, we use a product called deep freeze
 - Donnie suggested that we still carry on and use the deep freeze
 - John E mentioned that we should ask if the cost of the Cisco product to filter can be in the ERate
 - Jennifer will look in to this
 - There might be a trail period to try the filtering product out
 - ERate covers around 80% of our internet service
- Agenda Item
 - Make succession plan for new board member if necessary
 - Patrick's term is up this year Dec 2020 and Kylea's up this year as well. Kylea and Patrick would like to continue on. At this time there isn't a plan to make a plan for this.
 - Discuss Fall programming and find volunteers
 - Jennifer gave an update here. The friends group has offered to pay for a programmer to come in September on the 13th. Heidi has said we can use the old Coast to Coast building (Jennifer will clear this with Kate Warner)
 - November 14th through NE humanities we will book someone called "yesterdays lady"
 - Will be done at the Methodist Church

Adjournment

Motioned to adjourn the meeting at 8:22pm by Kylea and Second by Donnie