

HOLDREGE AREA PUBLIC LIBRARY-BOARD MEETING - MARCH 1, 2022

The regularly scheduled board meeting of the Holdrege Area Public Library was called to order by President Bev Rehm, in the conference room at 4:00 pm on March 1, 2022. The meeting was conducted in compliance with the Nebraska Public/Open Meeting Law, posted on the bulletin board in the conference room. The following members were present: Bev Rehm, Jennifer Sand, Annette Sindt, Nancy Morse, Sue Christensen, Sandi Ericson, Rosanna Meyer, Keith Fagot, Shirley Butz, and Mike Burris. Absent : John Sauder

Minutes: The minutes of the February 1, 2022 meeting were reviewed. It was moved by Keith Fagot and seconded by Sandi Ericson to approve the minutes. Motion passed by roll call vote with members present.

Public Forum: Lola Tiller present with no comment.

FINANCIAL REPORT: The financial report was reviewed as printed in the agenda. It was moved by Shirley Butz and seconded by Sue Christensen to approve the financial report. Motion passed by roll call vote of members present.

APPROVAL OF BILLS: The monthly bills, listed on the balance sheet and expenses by vendor report were reviewed by the board. Motion made by Annette Sindt and seconded by Rosanna Meyer to approve the bills. Motion passed by a roll call vote.

BUSINESS: Mike Burris proposed that the Personnel Policy be amended by adding the entry:

1.9.4 Staff are neither encouraged nor discouraged from volunteering for any organizations, the Library acknowledges that they are free agents that may express their personal values through their activities outside of the Library system. Volunteer activities during their regularly scheduled hours must be approved by the Library Director, and in all cases, library needs must be considered first. Nancy Morse made a motion that we approve this addition. Seconded by Sandi Ericson. Motion passed by roll call vote of members present.

Revision of the Director's Job Description was discussed. Motion made by Keith Fagot to revise the contract to reestablish evaluation dates in the director job description. Seconded by Annette Sindt. Motion passed.

Setting up library email accounts for staff members was discussed. Keith Fagot made a motion that each employee have an email address or one supplied by the library. Nancy Morse seconded. Motion carried with 1 no vote and 1 abstaining vote.

Director's Report:

1. Two Rivers is supplying free Covid test kits to be distributed by the library.
2. Mike Burris, Director will be reporting to the City Council on the library's activity this fiscal year.
3. Report on Video Tutorial services and discussion. Keith Fagot made a motion to purchase a video tutorial service: Niche Academy for \$1400/year, to be inserted into the 2022/2023 budget. Rosanna Meyer seconded the motion. Motion carried by roll call vote.

Nancy Morse made a motion that the meeting adjourn. Seconded by Sandi Ericson. Motion carried. Meeting adjourned at 4:41 pm.

Respectfully submitted,

Jennifer Sand, Secretary