

## HOLDREGE AREA PUBLIC LIBRARY – BOARD MINUTES OF SEPTEMBER 11, 2018

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 p.m. on September 11, 2018. 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, Nancy Morse, Shirley Butz, Linda Schwarz, Sue Christensen, Annette Sindt, Keith Fagot and Mike Burris. Dave Black, Lynn McPheron, and Mary Paulsen were absent.

**MINUTES:** The minutes of the August 7, 2018 meeting were reviewed. It was moved by Shirley Butz and seconded by Linda Schwarz to approve the minutes, with one spelling change, as reviewed. Motion passed unanimously on a roll call vote.

**PUBLIC FORUM:** There was no Public Forum

**FINANCIAL REPORT:** The Financial Report was given by Mike Burris as printed in the agenda. It was moved by Keith Fagot and seconded by Sue Christensen to approve the Financial Report. The motion carried unanimously on a roll call vote.

**APPROVAL OF THE BILLS:** The monthly bills, listed in the Balance Sheet and Expenses by Vendor Detail Report were reviewed by the board. It was moved by Keith Fagot and seconded by Annette Sindt to approve the bills. Motion passed unanimously on a roll call vote.

### **DIRECTOR'S REPORT:** Mike Burris

1. The Community Needs Response Plan for 2018-2023 was reviewed. It was moved by Keith Fagot and seconded by Linda Schwarz to approve the plan with two changes regarding wording, on pages 2 and 5. Motion passed unanimously on a roll call vote. It was suggested that the Plan be reviewed at the conclusion of each fiscal year.
2. Police were called regarding one juvenile who was suspended until November. It was felt that this policy needs to be reviewed.
3. Give to Grow: Mike suggests we choose an infrastructure item for Give to Grow.
4. Maintenance/Building Upgrades:
  - A. Mike will find out what the city covers and funds for the building
  - B. Mike talked with Kim Parson regarding gutters and leaks in the roof.
  - C. Keith Fagot questioned the lack of smoke detectors. Mike will talk with Mayor Young about this.
  - D. The issue of keeping gas for the lawn mower on site was discussed.
5. Mike will meet with Librarians in local schools. He has recently been to Bertrand where he left 30 library cards with the Librarian.
6. Mike has met with Micah Huyser, new Director of the Nebraska Prairie Museum regarding collaboration.
7. The Library has 12 new computers to replace old ones. Eventually Mike Burris and Diana Urbom will have new computers.
8. Mike explained the Procedure for Emergency Situations.

9. Policy Changes: It was moved by Keith Fagot and seconded by Sue Christensen to update policies regarding Internet Access and Facility Hours. Motion passed on a unanimous roll call vote.

10. Job Descriptions need to be addressed and changed with Staff input.

11. Mike stated that there has been an increase in requests for large print books.

For further information on the Director's Report, please see Mike Burris' written report.

The Meeting was adjourned at 5:10 p.m.

Respectfully Submitted,

Nancy Morse, Secretary