

HOLDREGE AREA PUBLIC LIBRARY – BOARD MINUTES – NOVEMBER 6, 2018

The regularly scheduled board meeting of the Holdrege Area Public Library was called to order by Chairman, Bev Rehm, in the Conference Room at 4:00 p.m. on November 6, 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: Dave Black, Bev Rehm, Shirley Butz, Annette Sindt, Sue Christensen, Linda Schwarz, Lynn McPheron, Mary Paulsen, Keith Fagot and Mike Burris. Members absent: Nancy Morse.

MINUTES: The minutes of the October 2, 2018 meeting were reviewed. There was one correction made to include that the audit report presented by Tonniges and Associates was approved. The motion to approve had been made by Keith Fagot and seconded by Dave Black, the motion passed unanimously on a roll call vote. It was moved by Linda Schwarz and seconded by Lynn McPheron to approve the minutes, with this correction, 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 Dave Black 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 Sue Christensen and seconded by Keith Fagot to approve the bills. Motion passed unanimously on a roll call vote.

BUSINESS:

1. New job descriptions for each library employee were prepared by Mike Burris and reviewed by the board. It was moved by Dave Black and seconded by Keith Fagot to approve the job descriptions as written. Motion passed unanimously on a roll call vote.
2. Mike Burris asked the board for approval to close the library at 1:00 p.m. on December 24, 2018 and on December 31, 2018. Library staff would get paid for their regularly scheduled work shift hours on those two days. It was moved by Dave Black and seconded by Shirley Butz to close at 1:00 p.m. on December 24, 2018 and December 31, 2018. Motion passed unanimously on a roll call vote.

DIRECTOR'S REPORT:

1. Mike Burris will be attending training for Overdrive on November 9, 2018 and for E-rate on November 29, 2018.
2. The library has had plumbing issues with outside spigots and leaky valves on the boiler. Mike Burris has been in contact with Kim Parsons at the City Office, and the City will take care of the repairs.
3. The concrete base for the bronze statue is scheduled to be poured by November 15, 2018.
4. The library has received memorial money for Richard Lovgren. The family stated he loved to read Large Print Westerns, so we will be expensing the money received for new books in that print and genre.
5. A discussion on the Internet Use Policy was held regarding extending patron's time usage. This policy is up for review, so at this time, the board decided that patron's time usage may be extended per the Library Directors discretion.
6. The library's 2018 Give2Grow platform will be for several charging stations placed throughout the library.
7. The Friends of the Library's 2018 Give2Grow platform is for the 1,000 Books Before Kindergarten program

The meeting was adjourned at 4:54 p.m.

Respectfully submitted,

*Mary Paulsen*, Secretary Pro Tem