

HOLDREGE AREA PUBLIC LIBRARY – BOARD MINUTES OF JULY 2, 2019

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. July 2, 2019. 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, Dave Black, Shirley Butz, Annette Sindt, Linda Schwarz, Lynn McPheron, Sandi Ericson, and Keith Fagot, and Mike Burris. Sue Christensen was absent.

MINUTES: The minutes of the June 4, 2019 meeting were reviewed. It was moved by Keith Fagot and seconded by Dave Black to approve minutes. Motion passed by roll call vote with Sandi Ericson abstaining from 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 Dave Black and seconded by Shirley Butz to approve Financial Report. Motion passed unanimously on a roll call vote.

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

DIRECTOR'S REPORT AND BUSINESS:

1. An annual performance evaluation of Director Mike Burris was discussed, a letter will be sent to each employee with a copy of the Job Description of the Director of Holdrege Area Public Library, along with an evaluation form and questions to answer.
2. Mike Burris gave link for Library Board training, each board member will need to perform 3 hours of training by July of 2020. Training consists of watching on-line videos and answering questions.
3. The board discussed Capital improvements.
4. The installation of all computers is complete.
5. The Friends of the Library book sale took place during the week of Swedish Days and brought in \$2903.00.
6. Staffing issues were solved by having part-time employees volunteer to cover needed hours, as long as work time did not exceed 31 hours per week.

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

Respectfully Submitted,

Annette Sindt, Acting Secretary

For Nancy Morse, Secretary