

## **HOLDREGE AREA PUBLIC LIBRARY-BOARD MEETING- JULY 5,2022**

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 pm on July 5, 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, Keith Fagot, Shirley Butz, Sandi Ericson, and Mike Burris. Absent were Sue Christensen, Rosanna Meyer, and John Sauder.

**Minutes:** The minutes of the June 7, 2022 meeting were reviewed. A correction was made to the minutes to strike the wording of a 3% raise for Director Mike Burris and to insert a \$54,080 salary for the 2022-2023 fiscal year. It was moved by Sandi Ericson and seconded by Keith Fagot to approve the minutes with the stated correction. Motion passed by roll call vote with members present.

**Public Forum:** None

**FINANCIAL REPORT:** The financial report was reviewed as printed in the agenda. It was moved by Annette Sindt and seconded by Shirley Butz 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 Sandi Ericson and seconded by Annette Sindt to approve the bills. Motion passed by a roll call vote.

**BUSINESS:** Discussion was held concerning the last two invoices sent by BVH Architecture. A motion was made by Keith Fagot and seconded by Shirley Butz to not pay the final invoice until we receive an itemization. Motion carried.

**Director's Report:**

1. Hired Keith Fox as the new custodian.
2. Elevator is still awaiting the part for repair. The part should be here this week and the repairmen will repair.
3. Air Conditioner is leaking and may require a complete overhaul. A quote is coming and an additional quote will be sought for comparison.
4. The Summer Reading Program is going very well. An interest in a chess club has been expressed. Library staff will check the interest and support for this club.
5. A new OPEN sign and outside library sign that lights up at night have been put up. Staff have been doing upkeep and cleaning duties in the absence of a custodian.
6. An inventory of all books in the library is underway. The new Apollo program allows this to happen without closing the library.
7. Staff will be trained on August 15<sup>th</sup> on troubleshooting computer printing issues and makerspace equipment. Staff will also learn to teach patrons how to do these activities
8. Several staff members have been sick this week. The library will close early today and will need to close at times during the rest of this week.

**Nancy Morse completed her term on the library board and the board would like to thank her for her years of service.**

**Keith Fagot made a motion that the meeting adjourn. Seconded by Annette Sindt. Motion carried. Meeting adjourned at 4:38 pm.**

**Respectfully submitted,**

**Jennifer Sand, Secretary**