

## HOLDREGE AREA PUBLIC LIBRARY-BOARD MEETING- AUGUST 2, 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 August 2, 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, Shirley Butz, Sue Christensen, John Sauder and Mike Burris. Absent were Sandi Ericson, Rosanna Meyer, and Keith Fagot.

Minutes: The minutes of the July 5, 2022 meeting were reviewed. It was moved by Sue Christensen and seconded by Shirley Butz to approve the minutes. 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 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 John Sauder and seconded by Shirley Butz to approve the bills. Motion passed by a roll call vote.

BUSINESS: Discussion was held concerning the final bill sent by BVH Architecture. Motion was made by Sue Christensen and seconded by Shirley Butz to pay the portion of the balance due BVH in the amount of \$2707.80 and to request additional documentation from Coen + Partners of what was done before the remaining payment of \$6050.00 is made. Motion carried.

Director's Report:

1. Keith Fox, who was hired as custodian had a family emergency and has been unable to be contacted. Mike Burris has been interviewing potential applicants. He reported that Benjamin Landscaping could do lawn mowing for \$15 per week and snow removal for \$15 per push.
2. Annette Sindt made a motion that we hire Benjamin Landscaping to do lawn mowing/snow removal. John Sauder seconded the motion. Motion carried.
3. Mike Burris reported on looking for an audit company since he was informed that Tonniges & Associates is no longer offering auditing services.
4. Elevator has been fixed and is working. When the company comes out this way, they will adjust any issues.
5. An inventory of all books in the library is continuing. Several books have been found and missing books have been discovered. The inventory should be completed within 2 months. Staff has been very helpful with this job.
6. The library will be closed on August 15<sup>th</sup> for staff development. Staff will be learning how to use the cricut and makerspace, cleaning, and cataloguing.
7. Friends of the Library will be holding their book sale the week of August 15<sup>th</sup>.

John Sauder made a motion that the meeting move into executive session at 4:37 p.m. to discuss personnel issues. Annette Sindt seconded the motion. Motion carried. John Sauder made a motion to move out of executive session at 5:09 p.m. Seconded by Shirley Butz. Motion carried.

Meeting adjourned at 5:10 pm.

Respectfully submitted,

Jennifer Sand, Secretary