

HOLDREGE AREA PUBLIC LIBRARY FEBRUARY 4, 2025 BOARD MEETING

The regularly scheduled board meeting of the Holdrege Area Public Library was called to order in the library conference room at 4:00 pm. The meeting was conducted with the Nebraska Public/Open Meetings Act posted on the bulletin board in the conference room. Members present were Cassie Ehrenberg, Sue Christensen, Lori Larson, Rosanna Meyer, Anna Sertich, Annette Sindt, Bill Yochum and Library Director Sierra Burrows. Julie Johnson was present after the approval of the Consent Agenda. Maureen Epping was absent.

Consent Agenda: The minutes from January 7, 2025, library board meeting, and financial report were reviewed. A motion to approve the Consent Agenda was made by Lori Larson and seconded by Sue Christensen. Approved affirmative votes from Rosanna Meyer, Sue Christensen, Lori Larson, Bill Yochum, Anna Sertich, Annette Sindt, and Cassie Ehrenberg.

Public forum: No public appearance.

New Business: A motion was made by Sue Christensen and seconded by Rosanna Meyer to approve signing funds requests from the Phelps County Community Foundation for the Cabling Project, Book Carts Project and Library Speaker Consortium Program.

A training session of continuing education (CE) was tentatively scheduled for after the March 4, 2025, meeting for any Library Board Trustee able to attend, if time allows.

An overview of Library Board Trustee Responsibilities was handed out, Library Director Sierra Burrows will make a full packet of Library Board Trustee Responsibilities available for all trustees.

Old Business: Annual Report will be given to City Council and County Commissioners.

Discussion was made regarding the need for a county board trustee, Director Sierra Burrows will post the need for potential Board Members on library social media.

New building initiatives were discussed, nothing new at this time to report.

Building smell update, in Director's report.

Director's report:

1. Motion was made by Anna Sertich and seconded by Sue Christensen to approve updates on job descriptions addressing travel time and transportation modes. Approved affirmative votes from Rosanna Meyer, Sue Christensen, Lori Larson, Julie Johnson, Bill Yochum, Anna Sertich, Cassie Ehrenberg and Annette Sindt.
2. The library's roof is possibly the cause of the smell, due to deterioration, samples are being taken to determine if the entire roof needs replacement.
3. The heating system required service twice in the past month.
4. To avoid costly expense keypad for the staff entry door for secure mail delivery, a code will be provided to the post office for garage entry, which has secondary lock that is locked at the end of workday.
5. Motion was made by Sue Christensen and seconded by Julie Johnson, for renewal of membership with Holdrege Area Chamber of Commerce at non-profit rate of \$120.

Affirmative votes by Cassie Ehrenberg, Rosanna Meyer, Sue Christensen, Julie Johnson, Bill Yochum, Anna Sertich, and Annette Sindt. Lori Larson abstained from voting.

6. A grant application was made to the Dollar General Literacy Foundation to help fund the Summer Reading Program, Director Sierra Burrows will report back regarding if approval is granted. A grant to NLC Library Improvement was applied for the Mango language app, approval was not granted, and Director Sierra Burrows will research other options.
7. City workers assisted in the relocation of Teen Room to the current Story Time Room so cabling can be done for Director's office.
8. Holdrege Police Chief McIntire provided guidance on specific patron scenarios, police will contact a service to jump-start vehicles, can assist with flat tire or lockout if no locksmith is available. Library staff will attempt to contact a guardian regarding unattended children, if contact is unsuccessful, police must file report with DHHS, and do their own report and if necessary, a DHHS worker will take custody of minor child. Due to city policy, police cannot provide rides for transportation.
9. During the process of reorganizing and relocation of the Director's office to the Teen Room, historical items have been found, permission was given from the Library Board Trustees to donate items to the Nebraska Prairie Museum where they can be preserved and appreciated by the community.

Adjournment: Motion to adjourn was made by Rosanna Meyer and seconded by Anna Sertich.
Meeting adjourned at 5:00 pm.

Respectfully submitted by,

Annette Sindt