

Holdrege Area Public Library Board of Trustees Meeting September 2, 2025

The regularly scheduled board meeting of the Holdrege Area Public Library was called to order at 4:00 in the community meeting room in compliance with the Nebraska Public/Open Meetings Act, posted on the north wall of the room. Board members Cassie Ehrenberg, Bill Yochum, Lori Larson, Annette Sindt, Maureen Epping, Cindy Woollen, Anna Sertich, Sue Christensen, and Library Director Sierra Burrows were present. Board member Julie Johnson arrived a few minutes late, but before the consent agenda was considered. Rosanna Meyer was absent.

Consent Agenda: The minutes from the August 5th meeting, the financial report, and the accounts payable report were reviewed. Spelling corrections and an error regarding one member's vote were offered to the minutes. A motion made by Anna Sertich to approve the consent agenda with the noted corrections to the minutes was seconded by Bill Yochum. The motion passed with affirmative votes from Cassie Ehrenberg, Bill Yochum, Lori Larson, Julie Johnson, Annette Sindt, Maureen Epping, Cindy Woollen, Sue Christensen, and Anna Sertich.

Public Forum: There were no members of the public present.

New Business: Discussions included updates regarding CMBA and Strawhecker. A motion was made by Lori Larson and seconded by Annette Sindt to authorize Library Director Sierra Burrows to pay CMBA bills from the foundation fund as the bills come in. The library's contract with Strawhecker has been signed and Director Burrows will withdraw the full amount from the Foundation Fund and pay the installment payments as they come in. Strawhecker is assisting the planning committee to create necessary documentation and contracts to outline terms and conditions so the Friends of the Library, a 501c3 group, can act as the library's fiscal agent to handle the funds raised during for the proposed building project. Copies of Strawhecker's PPS (Philanthropic Planning Study) Timeline and of their weekly update email were distributed.

With changes in vendors, the library's credit card is being used more frequently and the current credit limit is sometimes not enough to allow for needed use. A motion was made by Lori Larson and seconded by Anna Sertich to authorize Director Burrows to request an increase in the credit card limit to \$15,000. All board members present voted in the affirmative: Cassie Ehrenberg, Bill Yochum, Lori Larson, Julie Johnson, Annette Sindt, Maureen Epping, Cindy Woollen, Sue Christensen, and Anna Sertich.

Discussion led to a clarification of the library director's time and the time of staff members devoted to community engagement. The library director may assign support staff to represent and to collaborate with community organizations at her discretion, and the director has full discretion of her time for community involvement per her job description.

Problems with short staffing, especially on Saturdays, is still a problem. Several suggestions were offered. Sierra will discuss this issue with the staff at their next meeting.

The board was reminded that the auditor will be present to deliver their audit report at the next board meeting on October 7th.

Director's Report: In consideration of time, the director's report was reviewed without discussion.

*There is a practicum student her for September from Kearney Central Community College.

*Director Burrows will make inquiry about direct deposit for payroll

*Staff have returned to their original office spaces upstairs. Phone lines and internet access have been rerouted accordingly.

*The 75" smart TV that was donated by a community member and the wall mount donated by Abrahamson's Appliance have been installed

* Sierra reviewed the scheduled plans for professional development and upcoming conferences that she and some staff members will attend.

* The recent sudden resignation by a staff member has created another opening. The job has been advertised and interviews will be scheduled as soon as possible.

Adjournment: The meeting was adjourned at 5:19 following a motion by Anna. The next regularly scheduled board meeting will be Tuesday, October 7th at 4:00 pm in the library board meeting room.

The next CMBA meeting with the Library Planning Committee is scheduled in the conference room next Tuesday, September 9th at 4:00.

Respectfully submitted,

Sue Christensen, secretary