

Ponca Carnegie Library Board of Trustees March 26, 2024

Members Present: John Stander, Michelle Rinas, Robyn Watchorn Newbrey, and Megan Calahan.

Members Absent: Cortney Viergutz

Non Member Present: Library Director Melissa Kebaili

Board of Trustees member Rinas called the meeting to order at 7:01pm. The Open Meetings Act was posted and noted.

Member Calahan read the minutes of the February 15, 2024 meeting. Member Watchorn Newbrey motioned to approve the minutes, Member Stander seconded the motion. Motion carried 4-0.

Financial Report

- Director Kebaili presented the finance and expense report. 31% of the budget has been used 5 months into the budget year.

Directors Report

- Officer Down Program with Joe Yocum was well received, and will try to have him return this summer.
- Library will participate in the Easter Carnival at the Oak Trail Village on March 30th.
- Update from Loffler on the printer at the library
 - Monthly fee of \$116.88 covers toner, repairs, parts, labor, servicing, and if needed a replacement printer.
 - Fee also covers 2000 black and white pages, 600 color pages to be printed before a .02 cost of black and white pages, and .13 for colored pages.
 - Allows for one preventative maintenance service a year, at the request of the library.

Friends Report

- Met 3-7-2024. Discussed how to transfer \$5000 for new library computers, will update at next meeting.
- Raised \$1000 from 2024 Membership Drive.
- Book discussion for The Midnight Library planned for 6-6-2024
- Library Programs to be offered at Oak Trail Village.

Discussion

- Director Kebaili will be in contact with the Better Ponca foundation regarding funds raised for the new library computers, and the easiest way to get the invoice paid.

Old Business

- Nothing new to report on the Fiber to Libraries.

New Business

- 1 applicant applied for the Library Assistant Position.
- A motion was made by member Calahan to hire Jan Schempp as Library Assistant for 10 hours per week, with additional hours to be approved by the Library Director. Member Watchorn Newbury seconded the motion. Motion carried 4-0.
- Stanley Steemer quoted \$930.92 to clean the library carpets. Director Kebaili to get quotes on a new library drop box, and the cost to fix uneven concrete and decide at future meeting how to proceed with applying for Scheffel Grant, or possibly using Birkley funds.
- The Nebraska Library Commission will provide a new router and switch to the library at no cost.
- Received quote from RTI for new library computers and installation cost on 3-12-24, quote is only valid until 4-11-24. Total cost is \$8239,02
- A motion was made by member Calahan and seconded by member Watchorn Newbury to approve the \$8389.02 cost for 6 patron computers, 1 computer for the Librarian, a laptop for Director Kebaili, memory module, video adaptive cables, and professional installation. Motion carried 4-0.

The next meeting is Thursday April 18, 2024 at 7pm.

There being no further business, member Rinas adjourned the meeting at 7:57pm.

Respectfully Submitted,

Megan Calahan

Member Ponca Carnegie Library Board of Trustees