

Minutes of the South Sioux City Library Advisory Board

Meeting on January 6, 2021

A meeting of the SSC Library Advisory Board was held on January 6, 2021. The meeting was called to order at 5:23 by Board President Helen Sorensen, who stated that a copy of the Open Meetings Act is posted on the north wall of the meeting room and is available for review by all in attendance. Present were board members Jan Johansen, Ardel Bengston, Mary Macomber and Director Cicely Douglas in person and Helen Sorensen, Sally Reinert and Vicki Hirschert via Zoom.

Minutes of the December meeting were presented for approval. Moved to accept: Jan
Seconded: Cicely

Director's Report:

1. Cicely attended the Library Research Conference in December and posed the question: " How and why do we collect data and statistics?" After discussion it was stated that we collect data to keep track of trends and to help when applying for grants.
2. A full staff meeting was held in December to discuss new changes, concerns and workshops.
3. Part time staff are calling all library patrons to inform them of services available at the library even while closed.
4. Book sale room could be completed by the end of January. Could possibly open for sales by individuals or small groups soon.
5. Small business workshops being planned with Sugal Consulting.
6. Extended wifi controller arrived Christmas week. IT has controller and hopes to install it this week.
7. Driving simulator has been delivered.
8. Two community electronic bulletin boards have been received. The outdoor one will have a camera attached.
9. New reference associate position has been put on hold.
10. Interviews for Youth Associate Assistant will take place this week.
11. Odessa has created take home craft kits for children while school is out. She will create a service plan for patrons such as school groups and daycares.
12. Community brochure completed and at the post office.
13. We won a \$1,000 grant from Walmart to put on a community event during the summer.
14. We won \$500 grant from Beanstack Black Voices to be used for translation services of library materials.
15. We won funding for student library cards.
16. We will be requesting funds for preservation assistance and other grants.

Old Business:

1. Still questioning why utility costs are more than previous years. Cicely will contact Nebraska Public Power for energy audit to determine cause.
2. Cicely and Advisory Board concerned that our current cameras aren't adequate for proper protection of materials and facility. Question arose that updating cameras falls under responsibility of the city. We need information concerning this matter as cameras need replacing. Cicely will contact city for information.
3. Cicely will continue research into purchase of cash register. Need to automate the collection of money in the library.

New Business:

1. Cicely and Dan will take classes to help in preservation room.

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2. It was suggested that Cicely document all staff performance to aid in doing staff evaluations. Board expressed satisfaction with Cicely's performance as she completes her first year as our library director.

Adjourned: 6:31