

Minutes of the South Sioux City Public Library Advisory Board Meeting on December 2, 2020

A meeting of the SSC Library Advisory Board was held on December 2, 2020. The meeting was called to order by 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. All board members were present either in person or via zoom plus Library Director Cicely Douglas. The meeting was called to order at 5:07.

Minutes of the September and November meetings were presented for approval.

Moved to accept: Mary

Seconded: Ardel Motion approved.

Librarian Report:

1. Cicely reported that Dan will be out due to a family emergency for an undetermined time. He is using vacation time but has been encouraged to use family medical leave.
2. Cicely reported that utility costs have risen since the school system has leased rooms from the library. It was suggested that an energy audit be done to determine the cause of the increase. It was suggested that we contact the school system if necessary, to review our contract.
3. She also reported that the library needs new security cameras for both indoors and outdoors. She will ask the city who is responsible for building security.
4. The library has received a Youth Excellence Award for \$1,800. It will be used for library cards for students in the SSC school system not living in city limits.
5. Cicely will attend a virtual conference and host some break out sessions.
6. A flyer was shared about the adult reading challenge which will start in 2021.
7. Cicely reported the Dollar Tree earbuds had been replaced.

Standing & Special Reports: none

Old Business: none

New Business:

1. All the staff is being trained to answer questions from patrons.
2. It appears that patrons are using the new website.
3. There has been some trouble with accounting of money taken in. Cicely wondered if a cash register might be the answer, but might be expensive. It was suggested that perhaps we could purchase a used one. She will do more research and report back at the January meeting.
4. Cicely and Tammy are working on protocol for training of staff. There are four full time & six part time staff.
5. The library will close to in person services on December 7, 2020 due to spread of Covid virus. Staff will still be available to answer questions and for drive up check out.

Next meeting: January 6, 2021

Adjournment: 6:07 pm

