

STROMSBURG PUBLIC LIBRARY
BOARD MEETING MINUTES
January 18, 2017

The meeting was called to order at 7:06 by Chairman Chris Tordrup. Present in addition were Board Members: Linda Pelc and Robert Johnson. Jill Eller arrived at 7:13. Bob Greenwall were absent. Tordrup acknowledged that a copy of the Nebraska Open meeting Law was posted and available for inspection.

Minutes of Previous Meeting

Tordrup moved and Johnson seconded a motion to accept the minutes of the previous meeting. Motion carried: Tordrup: "aye", Pelc: "aye", Johnson: "aye".

Correspondence and Communication

Monica was alerted to a USDA Rural Development Grant that can used for ADA compliance through a list serve. Noted for future reference. TEI Landmark Audio Children's Literacy Development Grant application was acknowledged and denied. They will keep our application on file if further funds become available. Jill Weigel sent a letter of appreciation of Monica's efforts in her research recently. It was very complimentary to her for all her assistance.

Report of Librarian

Zinio is being used! There were some callers to get it set up during the recent bad weather. Lots of numbers in report but November and December are combined. Repairs were made on the copier (repairman thought they would be covered by warranty). Tony from Connecting Point was here to install new access point and monitor. Time and labor charges were discussed with the decision to keep track of time spent from now on. Chris will research other possible suppliers who do repairs to find other possible options. The circulation desk computer is nearing it's usability and needs to be replaced as well. Archive unit is here. Chris will call the Friends of the Library to remind them that it is their responsibility to get it ready.

The Library has received \$80.00 in interest from the Polk County Foundation. It can be requested when needed.

Approval of Expenses

There was discussion on the line item for the Archive unit. This purchase wasn't approved by the library and should not be run through the library budget as the Friends of the Library ordered it and are paying for it. Johnson, moved to approve expenses; Tordrup seconded; Motion carried: Tordrup: "aye", Pelc: "aye", Johnson: "aye", Eller: "aye".

Unfinished Business

Policy recommendation from Jim Papik per September meeting. Wording will be modified on item #6 to include: "Failure by the patron to make payment within the time frame set forth in this policy may result in the filing of a legal action or turning the claim to a collection agency in order to collect the balance due." Eller moved; Pelc seconded to add this to the policy. Motion carried: Tordrup: "aye", Pelc: "aye", Johnson: "aye", Eller: "aye".

New Business

Annual Report to City Council: Monday, February 13 @ 5:30 has been prepared by Monica and appreciated by the board. It would be great if everyone could attend. Tordrup moved; Johnson seconded to approve annual report to be presented to City Council. Motion carried: Tordrup: "aye", Pelc: "aye", Johnson: "aye", Eller: "aye".

ARSL Memberships: membership for \$15.00 approved for Dorinda. She can share all the information with Monica. Motion made Eller; seconded Johnson; Motion carried: Tordrup: "aye", Pelc: "aye", Johnson: "aye", Eller: "aye".

- Sally Kjelson Trust awarded \$5000 to Stromsburg Public Library; \$1,250.00 to be used for mystery/fiction book purchases. These funds may be put in a separate line item to keep them straight. There was discussion as to the reference that we would be reduced in our budget due to the gift but Chris will clarify. Johnson moved; Tordrup second; Motion carried: Tordrup: "aye", Pelc: "aye", Johnson: "aye", Eller: "aye".

- Friends of the Library Open House, January 24, 2017, 5:00 – 7:00. The Friends of the

Library are responsible for this activity although the library is open on this night. On February 11, 2017 there will be a dedication of the archive unit by the Friends. They are again responsible for all activities. Monica will be paid during the dedication time. An old book was donated to the library. The discussion of whether or not to keep it or donate it to the Polk County Historical Society was tabled until Bob Greenwall can check it out.

Conferences and Workshops

- Polk County Libraries Meeting – Shelby Community Library – January 24, 2017, 10 am; Library Board Members are invited to attend. It lasts 1.5 hrs on average and members of the library board can earn credit for attending. Our board is one credit hour away from certification.

Nebraskaccess Database Roadshow – February 17, 2017 – Ashland Public Library – scholarship may be available.

Adjournment

Moved Tordrup; Eller seconded: Motion carried: Tordrup: "aye", Pelc: "aye", Johnson: "aye", Eller: "aye".

Stromsburg Public Librarians Report

January 2017

Circulation

November-2015-787 2016- 607

December-2015-746 2016- 590

OverDrive-November 88 December 93

Zinio/RBdigital -0/7

November/December Statistics

Library Visitors-November 444 /December 435

Computer Users- November 82 / December 84

New OverDrive Users- November 1 / December 2

Copy Machine- November 13/ December 13

Fax- November 5/ December 1

Microfilm- November 0/ December 1

Accu-Cut- November 3 / December 1

Laminator- November 0/ December 1

Wi-fi- November 40/ December 65

Materials Added/Deleted in November/December 2016

Books-November +41/-191 December +29/-405

DVD's-November +3 December +3

Activities in November/December2016:

Other Book club-cancelled

Book Club- 8/6

Storytime-8/20

Genealogy Club-5/cancelled

Craft Day-3

Movie Day- 4

Game Day-6

LEGO Day-6

Polar Express Party – 4

Yoga Night – 4

Meeting Room

-Friends of the Library

- Festival Committee
- Amy Peterson – Extension Class
- Central Community College – Proctor exam

Director's Notes:

- I have found someone who is very excited about the summer reading coordinator position for summer reading, we can vote on her employment next month.
- Tony is continuing to work on the internet issue with Computer C. We are now trying a system board replacement. No cost, under warranty.
- We also had an issue with color printing on the copier, a piece that should not have worn out, was. That has been fixed. Need to ask about warranty there.
- If you haven't heard, the archive unit arrived about 3 weeks ahead of schedule from Cornhusker State Industries. The Friends are securing funds to pay for it.
- Boys bathroom broken door handle was replaced.
- There will be a Friends Open House/Membership Drive on January 24th from 5 pm – 7 pm and another Open House on February 11 to receive donations of the Hall of Fame plaque and other items for the archive unit. That will be from 10 am – 12 pm.