

Maltman Memorial Library

Meeting Minutes

December 11, 2019

Board President Marilyn Engelker called the meeting to order at 10:00 am.

Open Meetings Act acknowledged.

Board member roll call taken with Mavis Reiter, Mary Harders, Marilyn Engelker, Jane Wagoner, Bev Voss, Deb Fairbanks, library director, present.

Other attendees: None

Prior Minutes approval: Bev moved and Jane seconded approval of the November 2019 minutes. 5/0 approval.

Financial Report: Reviewed the Revenue and expenditures for November 2019. Mary moved and Jane seconded approving expenses of \$8.58 supplies, \$540.58 purchase cricut & related supplies with Sharyl Kimminau memorial funds, \$20.00 training expense, \$61.90 locks for Escape Room activities (supplies), \$24.85 book order. Approved 5/0. Expense receipts were noted by the Board members.

Audience participation: None

Suggestion Box: None.

Library Director's Report:

- 1) Teen Advisory board meeting for December postponed until January due to conflicting school activities.
- 2) Deb discussed the cricut training she and Jody attended Dec 3 at the Kearney Public Library.
- 3) Deb & Mandy purchased a new cricut machine for our Makerspace with supplies with funds from Sharyl Kimminau's memorial funds. Mary will contact Eve Heminger about arranging a picture for the newspaper to advertise this new resource for the community. Individual appointments for training and use of the machine will be accepted when staff is comfortable using this equipment.
- 4) No gingerbread houses submitted yet.
- 5) Deb attended the Bibliostat training in Ravenna recently. The Hall county Keno funds grant awarded to the library in 2019 will be reported in the 2020 bibliostat.
- 6) The city incurs small penalties on the library's Spectrum bill because it doesn't get paid on time. Mary will visit with Christina to see what can be done. Also on the City of Wood River statement of Revenue and Expenses for the Library Fund (11/15/2019) the \$5000 grant awarded by Hall County should be listed under Revenue as #1025 Grants and not #1084 Hall County. Under Expenses this \$5000 should be listed under #2014 Grant Expenses not under #2082 Programs.

- 7) As a community service project for November/December 2020 the library plans to accept donations for Toys for Tots.
- 8) Deb reported a photo for the newspaper was taken recently at the Maltman Library to announce the awarding of a Wood River Centennial Foundations grant to the Hall County Historical Society for digitalizing documents.
- 9) Deb had board members sign thank you notes to individuals who volunteered or donated items such as books, water etc. to the library in the last year. The library appreciates their kindness.
- 10) Deb has been unable to contact Kreutz Bennett Grant personnel by phone. Mary moved, and Beverly seconded that Deb should notify Kreutz Bennett personnel in writing that the library does not have the information needed to complete the application for the second half of the grant request due 1/10/2020. 5/0 approval.
- 11) Dobesh Land leveling informed Deb that the large tree in front of the library building presents a hazard to the building and needs to be removed. Deb will contact the city with this information.

Building Committee Report: The next building committee meeting will be 1/28/2020 at 7 pm at Maltman Library. The Board is to receive written answers to the questions submitted to the city council on 11/19/19 concerning their proposed housing of the library at the nursing home.

Old Business: Members discussed offering Saturday morning hours in response to city library survey. During the meeting, Deb called Denise Harders to determine requirements for staffing the Saturday morning hours. For a trial basis, we could staff the Saturday morning with a volunteer for a story time and one Board member. Denise acknowledged our proposal to offer Saturday hours one Saturday for four months would be considered a trial basis. After that time, a paid employee of the library would need to be present if the Saturday hours would become permanent and added to the 20/21 budget.

Mary moved and Bev seconded that starting in January 2020, on a trial basis, the library offer Saturday hours from 9:00-11 am the second Saturday of each month thru April 2020. A community member may volunteer for a children's story time from 10:00 am - 10:30 am. Approved 5/0

The trial hours will start on the following dates with the following Board volunteers: 1/11/20 with Marilyn, 2/8/20 Bev, 3/14/20 Mary, 4/11 (filled later)

New Business. None

Next meeting: January 9, 2020 at 10 am at the library.

Mavis moved we adjourn, Jane seconded. 5/0 approval. Meeting was adjourned at 12:05 pm.

Mary Harders, secretary