

Maltman Memorial Library Board

Meeting Minutes

March 10, 2021

Board President Marilyn Engelker called the virtual meeting to order at 9:00 am.

Open Meetings Act acknowledged.

Roll call taken with Jane Wagoner, Bev Voss, Mavis Reiter, Library Director. Deb Fairbanks, Library assistant Mandy Koperski attended in person and Mary Harders, Marilyn Engelker via Zoom.

Prior Minutes: Mavis moved and Jane seconded the approval of the February 10, 2020 minutes including the amendment of changing the word "six" to "five" under the covid restrictions paragraph. 5/0.

Financial Report: Jane moved and Bev seconded and the Board approved 5/0 the following: Summer reading program supplies including \$19.35 Dollar General, \$29.99 paper bags, \$303 books and other supplies. March book order totaled \$288.80.

Deb said City Treasurer, Christine will move \$486 from ledger item "other receipts" to "grants".

Audience participation: None.

Library Director's Report by Deb:

- 1) Education certification requirement: Two board members obtained 11 hours of required education credits by participating in the 2021 Big Talk for Small Libraries webinar on Feb 26. Marilyn earned 8 credits and Mary 3 by viewing all or portions of the webinar. Marilyn shared how members may access the recorded presentations so they may earn credit hours. Deb also participated and received 8 credit hours.
- 2) Safety issue corrective action sheets: Marilyn and Deb recommended the library use the city's forms for tracking issues relating to safety concerns rather than the library developing its own. A sample was include in the Board packet for members to review.
- 3) Lawn: Deb will visit with Brent about seeding the bare spot where the tree was removed.
- 4) Seed library: Vegetable seeds will soon be available for patrons to pick up and plant.
- 5) After school program: Is going well.
- 6) Summer Reading program: Supplies ordered, participant sign up begins in May, the program will be 4 weeks in June. Deb is anticipating 80 children signing up.
- 7) Mandy's performance review: Deb summarized the review and will send to city for approval.

New Business: None.

Old Business:

Covid restrictions: Deb said the library may reopen to patrons 14 and younger sometime in April. As before, all children 8 or younger must be accompanied by an adult.

JEO feasibility study: Mary reported at the first meeting on February 15 by zoom, the participants were asked expansion needs for the library and senior center. JEO representatives said they would tour the library and senior center before convening the next meeting. Deb reported no JEO representative contacted her to tour the library.

Building committee: No report.

Announcements:

Deb's annual review due in April: Before the next meeting, members will receive evaluation sheets in their Board packets. Members should complete the forms before the April meeting.

Next Meeting: Wednesday, April 14, 2021 at 9:00 am. Jane moved, Bev seconded and the Board approved 5/0 to adjourn the meeting at 9:40 am.