

Maltman Memorial Library Board

Meeting Minutes

January 20, 2022

Myriah called the meeting to order at 6:30 pm.

Open Meetings Act acknowledged.

Roll Call: Matt Troyer-Miller, Anna Fehringer, Myriah Leisher, Abby Rennau, Mary Harders and Veronica Kaufman present. Eric Nielsen attended also.

Approval of December 16, 2021 meeting minutes: Anna moved, Abby seconded, 5/0 approval.

Financial Reports: Veronica provided a copy of a spreadsheet she created to track library expenses and a projection of salaries to be paid through budget year-end September 30. The salary projection accounts for hiring an assistant director.

Comments included Myriah mentioning visiting with Mayor Cramer and City Clerk Ashley Manning about using funds designated for one category for another. We can do so but we can't exceed total funds allocated for the library. Moving funds between budget item (such as part of salaries used for book purchases) may raise audit questions. Mary suggested having the Board approve dollar amounts reappropriated and clearly noting the Board's approval in the minutes.

Mary reviewed the December and January expenses and Anna moved, Abby seconded, and the Board approved the following expenses 5/0:

December: Supplies \$370.40, Programming \$149.32, Building Maintenance \$35.89, Other Expense \$38, and books \$880.69 = \$1,474.30.

January: Supplies \$296.37, Programming \$85.03, Books \$425.41 = \$806.81.

Public Participation: Eric Nielsen stated he was happy to see the children's pictures on the library's Facebook page and was pleased with the work Veronica and the Board have done.

Library Director's Report

Patron activity: In December, the library averaged 5 patrons per day and in January it averaged 6 per day. Two new families visited recently.

Programming Updates: **Story time** started last week and one family attended. May add a craft project to this week's story-time. **Paint night** had 6 attendees. Registration for the **Tutus** program is good with demand for 13 tickets and had planned only for 12. Veronica wants to hold activity at library and not elsewhere to get children used to coming to the library. Assembling a **fairy garden** will be on February 22nd.

Library Management Software: Veronica states the current software used to track books is not great. Myriah explained it is a \$69 software designed more for lending books from a home library. Veronica began contacting vendors such as Apollo, Destiny and Alexandra. Apollos's software's license was \$800/year and there is also a \$1,200 one-time set up fee. Destiny and Alexandria would not return Veronica's phone calls. The initial setup

would likely be manual as Libib doesn't have all the information per item that the more robust library software systems require, and Libib doesn't interface with the other library software systems for a smooth conversion. Veronica will try to contact the other companies again to see if we can get another quote. Decision tabled until next month.

Shelving and bins for the Childrens area: Veronica proposed purchasing three shelves to mount in the childrens area to accommodate the increase in books. The Board agreed to this and suggested contacting Brent with the City to purchase and install the shelves. Also, Myriah described bins her husband built for use at the Ravenna school library which allow children an easier way to peruse books and also provide more book storage.

Teen and Young adult area: Veronica stated there currently is no space for young adult books. The group discussed possible changes to provide space.

Grants: The Kreutz Bennett grant was submitted. Veronica described grant information from the Nebraska State Historical Society and the Nebraska Arts Council. The Board thought applying for the programs of each would be beneficial to the community.

Spanish books: Veronica stated she's had an inquiry for Spanish childrens' books and wants to purchase some adult and childrens Spanish books. The Board suggested persons to ask for guidance on choosing such books and generally supported the purchase.

Other: Veronica would like to implement the 1,000 books before Kindergarten program.

Committee Reports: All are welcome to attend the library and senior center study open house on 1/25 at the community center. The Board was reminded of the Prim time meeting is 1/26.

Other:

Veronica's Vacation: Veronica found volunteers to cover most of the hours when she is gone in early February. She offered extra hours to Ana. Mary will work with Veronica seeking additional volunteers. The vacation was planned prior to her hiring.

Friends of the Library: Eric mentioned the Ravenna library has an active Friends of the Library group. The Board asked Veronica to look into the legalities and guidelines for organizing such a group for our library.

Next Meeting: February 17th at 6:30 in the library.

Adjournment: Anna moved and Abby seconded adjourning the meeting at 8:45pm, 5/0 approval.

