

Maltman Memorial Library Board

Meeting Minutes

September 28, 2021

President Myriah Leisher called the meeting to order at 5:35 pm.

Open Meetings Act acknowledged.

Board member roll call taken with Mary Harders, Abby Rennau, Anna Fehringer and Myriah Leisher in attendance. Mavis Reiter was absent as she retired from the Board as of September 27, 2021. Library assistant Ana Sanchez attended the meeting.

Prior meeting minutes approval: Abby moved, Anna seconded, 4/0 approval of the September 22, 2021 minutes.

The meeting focused on the status of the library and to acquaint new members with requirements. Board members and Ana shared what they learned from visiting with various sources.

Library & Board Certification

Myriah reported the need for Board members to refer to the Board manual for guidance. Maltman Library achieved a silver level library certification and it expires in 2023. A librarian seeking certification has 3 years from starting employment to acquire the 45 hours of education for certification. For certification, Board members as a group need 24 education credit hours over 3 years. Mary reported board members earned 11 hours in 2021.

American Rescue Plan Act /ARPA

All receipts showing how the funds were spent have been forwarded to Sam Shaw. A final report needs to be filed, and the library commission will forward the form when it becomes available.

Public Library Survey

The survey needs to be completed on library operations and filed with the state library commission. It becomes available in November and runs through February.

Next steps:

- 1) Myriah posted library director job opening with Central Plains Library System, NE Library commission and placed an ad in the Clipper. Anna F. will follow up on an inquiry made in the assistant librarian position.
- 2) Any needed purchases will be coordinated with the city office.
- 3) Mary compiled an initial list of volunteers. Myriah to compose an email to potential volunteers asking for persons to sign up to work so the library may be open more. Mary will compile the work schedule as volunteers respond. Proposed work hours for volunteers include: Monday morning, 10am-Noon, Tuesday 2-6pm,

Wednesday 3-7pm, Thursday 5-7pm, Friday 10 am – noon, Saturday 9-noon (except 2nd Saturday as Ana works). Ana S. will continue to work her 5-7pm M-W-F, 2nd Saturday 9 am-Noon schedule. Hours will be adjusted based on volunteer response. Myriah will prepare volunteer instructions and have front door key available for pickup at city office.

4) Anna F. will contact afterschool program coordinator Stephanie Shearer about programming needs.

5) Ana S. reported library policy has been to not collect late book return fines.

Next meeting: 5:30 pm October 5th at the library. Anna and Mary posted the meeting notices.

Adjournment: Abby moved, Anna seconded to adjourn at 7:35 pm. 4/0.