

Maltman Memorial Library Board

Meeting Minutes

April 20, 2022

Pending Mariah's arrival, Matt called the meeting to order at 6:40 pm. Myriah took over presiding at 6:50pm. Open Meetings Act acknowledged.

Roll Call: Matt Troyer-Miller, Mary Harders, Anna Fehringer, Myriah Leisher and Director Veronica Kaufman were present. Abby Rennau was absent. City Treasurer Christina Wemhoff attended for the financial review.

Minute Approval: Anna moved and Matt seconded approval of the March 17, 2022 minutes. Approved 3/0. Anna moved and Matt seconded approval of the April 19, 2022 special meeting minutes. Approved 3/0.

Financial Report: Mary moved and Anna seconded approval of the March expenses of \$96.59 supplies, \$809.10 books and \$172.48 programming. Approved 4/0.

Veronica provided a summary of monthly expenditures, year to date expenses versus budget. She projects salaries of \$30,408 for 3 employees through 9/30/22. Approximately \$9,000 of salaries will not be spent.

Christina provided copies of the library's statement of revenue and expenditures through March 2022 compared to budget. She discussed general budget issues such as the library's budget increases 2.5% per year and the library's cash account needs to maintain at least \$15,000 in it from year to year. Previously, the library had close to \$50,000 in cash, but it declined due to salary expense. After discussion, Christina left the meeting.

Library Directors Report:

Kreutz Bennett Grant: The library didn't receive any funds from Kreutz Bennett. Instead, the library commission awarded the library \$4,000 of ARPA funds to be used for books by 9/30/2022.

Programming: Seven patrons participated in the Felt Succulent program, participants asked to move Bingo to once a month, and the reading passports and 1000 books programs are going well.

Weeding books/rearranging/labels: The paperbacks and hard cover books are being integrated and shelved by author in the adult section. Will do the same for the children's section later. The required labels and book covers for use with the new software, Apollo, have been ordered.

Apollo Training: Veronica stated the Apollo software system will be awesome. She listed some of the tracking features Apollo offers. Librarians from all over the state attended the Apollo training, and many libraries in the nearby area use the software. Once the new library hire starts, Veronica would like to begin the conversion.

Baker & Taylor: Veronica proposes to start ordering books from this vendor as they can be slightly cheaper than Amazon, and the company will invoice by order and not each item ordered.

Heidi Nuncio: She will start May 2nd as a library assistant and work 5 hours, 4 days per week & some Saturdays.

Old Business:

Prime Time Reading: The contact person has not got back to Veronica on the registration process. Will try calling another person so we can get registered by July. Stick Creek Kids will not be doing their own prime time program. They would like to see how it goes for the library.

Building Committee: Matt and Veronica are on a sub-committee researching furnishings. Building committee members have split into various committees.

Friends of the Library: Sara Arnett recommended the group operate under the Wood River Community Centennial Foundation's 501(3)c status. Potential organizers of the group were discussed.

New Business:

Summer Reading program: "Oceans of Possibility" is 2022's theme, Veronica ordered prizes and will use the library's inventory of diamond dot bookmarks as one of the crafts. Her goal is to offer 3 reading age groups with a craft once a week for each group. Due to Veronica managing other projects, Myriah volunteered Anna Fehringer and herself to implement the summer reading program.

Matt left the meeting at 8:25 pm.

Veronica mentioned she will soon complete two classes for library certification.

Adjournment:

Myriah moved, Anna seconded the motion for the meeting to adjourn at 8:30 pm. The members approved 3/0.

Next Meeting:

May 19, 2022 at 6:30pm in the library.