

# Greenwood Library Board

## Meeting Minutes

July 1, 2021

J. Wrich called the meeting to order at 5:55pm. Members present were Huetson, Logue, Wrich, Alman. Risney was excused. Open Meeting Act is posted & was acknowledged. The previous meeting minutes were read. There were no corrections or amendments.

### Directors Report:

\*We had 667 visits since the last meeting. There are 144 items currently checked out valuing at \$1600.85; 56 items had been deleted valuing at \$675.85; 65 items were added valuing at approximately &743. There are 4533 items total which includes books, magazines, DVD's, audio books, etc.

### Correspondence:

\*It was discussed that the correspondence that we are needing is anything regarding any changes, updates, complaints, anything from the library commission, proposals, reminders for changes that need to be made, etc.

\*There was no correspondence.

### New Business:

\*A volunteer policy was created along with a form that each volunteer will need to fill out and sign prior to them volunteering if they are working at the desk. This would be when they are using the iOS system. It was noted that anyone under the age of 16 would need to have a parent/guardian signature. It was noted that when it is being reviewed, to just make sure that the volunteers know what would be confidential information that they cannot share due to privacy. Logue motion to approve the volunteer policy as written with the addition of the parent signature if under 16. Lynn seconded. Ayes: Logue, Wrich, Huetson, Lynn. Nay: None.

\*Rein brought up that she does not want to charge late return fines, she does not feel that it does any good. Most Libraries have now gone fine free for late returns. Some people might be afraid to return an item because they don't want to pay a fine. There would still be a fine for any lost or damaged items. If a book is lost, the person cannot check out another item after the lost/damaged item is paid for. Wrich made a motion to implement a fine-free policy, Logue seconded. Aye: Logue, Wrich, Huetson, Lynn. Nays: None.

\*The library is receiving roughly \$3500 from the Nebraska Library Commission through some Covid money that is being distributed throughout the state. It was discussed that the library just holds onto

that money for future use based on what the Village does with the budget. There were also other Federal grants that were discussed that might be able to be applied for. It was discussed that the programs do well, and these funds could be used to purchase supplies for other programs for the library does for the kids. The board will need to approve any purchases greater than \$50 aside from books.

\*D. Rein will be on vacation from the 12<sup>th</sup>-14<sup>th</sup>. There will be substitutes during this time.

\*Greenwood Fun Day: It was asked that the library hosts the bike parade. Mike Holsten donated \$75 to the library for the bike parade/prizes. There will be a booth for the library with different items that the library has to offer, might be able to sign people up for library cards at that time. The library will be closed that day (August 21<sup>st</sup>).

#### **Old Business:**

\*Summer reading program is going super well. This is running through the end of July.

\*Changing board members. Risney's information is needed for the Nebraska Library Commission.

#### **Board Comments & Questions:**

\*Rein is making sure not everyone has to do the state credits.

Next meeting will be on September 2, 2021 at 5:30pm.

A motion was made by Hueston to adjourn the meeting, 2<sup>nd</sup> by Wrich. Ayes: Wrich, Hueston, Logue, and Lynn. Meeting adjourned at 6:25pm.