

## **Ponca Carnegie Library Board of Trustees August 17, 2023**

Members Present: John Stander, Cortney Viergutz Robyn Watchorn Newbrey and Michelle Rinas.

Members Absent: none

Nonmember Present: Library Director Melissa Kebaili

Board of Trustees member Rinas called the meeting to order at 7:01 p.m. The Open Meetings Act was posted and noted.

Member Rinas read the minutes of the June 15, 2023, meeting. Member Watchorn Newbrey motioned to approve the minutes. Member Stander seconded the motion. Motion carried 4-0.

### **Financial Report**

- Director Kebaili presented the June and July Financial and Expense Reports.

### **Director's Report**

- One of two interns will continue to work for the library until November.
- The Library Director and Librarian will no longer need to use personal credit cards for miscellaneous purchases as the city credit card is now available for them to use.
- The library entered into a service agreement with Art Kathol Appliance to maintain the heating and cooling systems.
- The library was awarded a \$1000 Scheffel Grant for an electronic keypad for the west library door.
- The library budget was submitted to the city.
- The library paid to have a copy machine from the city office moved and installed in the library.
- Twelve people attended the Kofi Dennis program on August 10, 2023, on Traditional African Storytelling and Drumming.
- The summer interns distributed bookmarks with the library hours and suckers to the elementary students at Jackson and Ponca schools.

### **Friends Report**

- Two upcoming events are scheduled: October 5, Humanities Nebraska presentation at PSP; November 2, One Book One Nebraska book discussion.
- Friends is searching for person to fill the office of the treasurer.
- Friends is sponsoring a community cleaning of the library gardens on Saturday, August 19, 8:00-10:00 a.m.

## **Discussion Topics**

- Thirty-eight Community Needs surveys have been received. Ideas to get more survey responses from people in their 20's, 30's, and 40's were discussed.
- Possible fund-raising events for new computers were discussed.

## **Old Business**

- A motion was made by Stander to approve the updated Ponca Carnegie Library Policy Manual.  
Watchorn Newbrey seconded the motion. Motion carried 4-0.
- A list of potential Board of Trustee members was reviewed. Watchorn Newbrey and Viergutz will reach out to two individuals on the list.

## **New Business**

- The hiring of cleaning personnel and program assistant was tabled.
- Birdfeeders will be put up in the library gardens to support the upcoming programming to be done at the library with Ponca State Park.

The next meeting is Monday, September 18, 2023, at 7:00 p.m.

There being no further business, member Rinas adjourned the meeting at 8:08 p.m.

Respectfully submitted,  
Michelle Rinas  
Member Ponca Carnegie Library Board of Trustees