

# City of Ravenna, Ne

## ~ Ravenna Library Board ~

**Ravenna Public Library Board Meeting**  
**February 8, 2022**

**The meeting was called to order at 7:10 pm** by Vice President, Cassandra Duncan. The open meeting act was read. Roll call was conducted with Cassandra Duncan, Debbie Young, and Sean Payne in attendance. Justin Lammers was excused due to work. **(CD/SP)AMPVF**. Board member Crystal Eucker arrived at 7:25 pm during discussion and Action on Makerspace Policy. Also present was Library director Joy Kyhn.

**Discussion and Action on Approval of Minutes from the January 2022 meeting:** The meeting minutes from January were read. Minutes stand as approved **(CD/DY) AMPVF**

### **Discussion and Action on Grants: NO ACTION**

- a. **Humanities Grant (\$10,000)– Received the grant**
- b. **GroMoreGood Grant (\$500 - \$1,500)– Will find out March 18<sup>th</sup>**
- c. **Penguin Publishing – (\$1,500) – will find out Feb 18<sup>th</sup>**
- d. **Pollinator Garden seeds and funding (\$1000) – did not receive**

**Discussion and Action on Makerspace Policy:** Item was taken off table **(CE/CD) AMPVF**. New Makerspace Policy as guided by City Attorney Preston Peterson, will state: "Due to the wear and tear on the Graphtec vinyl cutter machine, the library will charge \$1.00 per foot in addition to the cost of vinyl provided by the library (see vinyl cost chart). If Patron brings in their own vinyl, the cost to patron to use the cutter will be \$1.00 per foot." Patrons will also be directed to bring all vinyl up to the circulation desk before they start weeding the material so a librarian can measure the length. This policy will go into effect immediately. **(CD/SP) AMPVF**

**Discussion and Action on Policies and Procedures Annual Review:** Item was taken off table **(CD/DY) AMPVF**. Director Kyhn presented a revised "Ravenna Public Library Policy Manual" for approval by the board. Discussion on changes to several areas include, Mission Statement, Community Overview, Collection Development, Community Room Policy; including rental fees, Hours of Operation, Library Keys, Makerspace, Patron Behavior, and Unattended Children. Additional changes will be made to the Microfilm section once the purchase of the new equipment is made and installed. **(SP/CD) AMPVF**

**Discussion and Action on Summer Reading Program:** Director Kyhn, presented to the board a change of dates for the SRP. Instead of holding the program in June, she is proposing to start late June, after baseball and Annevar are over. 2022 SRP will start on June 28<sup>th</sup> and end on July 30<sup>th</sup>. The theme this summer is Ocean of Possibilities. Instead of an end of summer carnival at the auditorium, a swim party will be held for SRP participants only on Saturday July 30<sup>th</sup>. **NO ACTION**

**Discussion and Action on Upcoming Library Programming:** Upcoming programming was discussed. Newsletter was given out to board members. **NO ACTION**


**Other:**

- a. **None**

**Consent Agenda:** Claims, Time Sheets, Patron Usage were Moved and Approved. Missing was the Fiscal Report, instead Director Kyhn handed out a Return-on-Investment spreadsheet that she gave the City Council at their meeting the week prior. **(CD/DY) AMPVF**

**Meeting adjourned at 8:32pm (CD/SP) AMPVF**

**Submitted,**

Joy Kyhn   
**Recording Secretary**