

Library Board Meeting

12/6/2021

Members present: Toni Loutzenhiser, Charlie Mitchell, Debbie Rickman and Shawn Wheeler Guests: Librarian Shirley Wood, City Manager Clint Holmes and Mayor Julie Miller.

Pledge of Allegiance at 7pm and meeting called to order. Motion by Shawn to approve last meeting minutes. The motion was seconded by Toni and all in favor. Motion was passed to approve minutes. Debbie motioned to pay the bills as presented. The motion was seconded by Shawn and all were in favor. Motion to pay the bills was passed. Our insurance cost is going up by 226\$. Motion by Toni to approve the cost increase. Motion seconded by Shawn and all were in favor. Motion to accept cost increase for insurance passed.

Current amount in our checking is 70,477.21 as of Nov 30th. Reconciling this month Charlie realized October still wasn't complete because we had a discrepancy of \$5,000. He will finish after it all figured out. He had thoughts on forming a budget committee. Toni Charlie and Debbie will be on this.

Charlie asked how much we collect from copies and such a month. Shirley thinks around \$15; Kate Van Auken, White Pine Library Cooperative, will get a copy of our state aid report.

We had an electrician lined up but it is taking them almost over two months longer to get to us than he told us. We have decided to look into a different person. Charlie will ask Alex Bartle. He had some work done at his house. Oliver fixed the book drop and still needs to wrap up the cabinets.

The librarians will take Apollo training on the 14th. Because the bar codes are already on the books, it will take months off the prep work.

District Library: Ann, our attorney, is finishing up the write up for things we need to move forward on. When we become a district library, we will probably hire another staff member. Should we hire an accountant? King

and King, would they be able to be both for us? Dave currently does our payroll for the librarians. QuickBooks is also a way we can pay them. The attorney asked that we make a list of all the contracts we hold with things like, electricity and gas companies, water and sewer, cleaning, Robert Frost and our insurance. Our source revenue and our expenditures. When we do become a district library we will need to come up with a new name for the library. Clint suggests running a contest for people to come up with names and we vote.

Our open house was a good turn out and it was a good success. Charlie says thanks to all who helped.

Mayor Miller brought up buying a speaker and co sharing with us and the city for our events. Charlie brought up a grant we may be able to apply for for this.

Book club is still meeting mostly with three people.

Lift Chair place had a meeting set up with Charlie. They had to cancel the meeting and never reset up a new meeting yet.

Nothing new also on the write up on the group procedure document. Bike rack on hold till Spring. Debbie volunteered to be the Grounds Chairperson and would make recommendations to the board. Charlie motioned to go for the ChromeBook over the Apple. The motion was seconded by Toni and all were in favor. Motion passed to go with ChromeBooks from the grant. Ross has said he will still plow for us for free. Robert will still do the wayways shoveling for 20\$ a time.

Motion by Toni to cancel the zoom subscription. Motion was seconded by Shawn, and all were in favor. Motion to cancel zoom passed.

OverDrive has to do with digital content. Things like Ebooks and Emagazines. Like Mel, people can request things. Clint had an opinion that it can be congested and to look into how busy it can be. It would cost \$1,327.86 for the first year and after that \$841.47. Charging for a library card? Should we do that? Discussion led to maybe wait and see how

district library status goes. Clint also suggests a single rate and a family rate.

Charlie suggests we all do the trustee training. He suggested we also facebook friend Whites Pines. Motion by Shawn to adjourn at 8:10 pm. The motion was seconded by Toni, and all in favor. Motion to adjourn passed.