

## Library Board Minutes

10/4/2021

**Members present:** Charles Mitchell, Sharron Tebo, Toni Loutzenhiser, and Debbie Rickman. **Guests:** Mayor Julie Miller, City Manager Clint Holmes, Librarian Shirley Wood, and Kristyna Hine representing the Cub Scouts. Meeting called to order at 7:38pm with the Pledge of Allegiance.

Kristyna Hine, Cub Scouts Leader, was here to ask about using the library for pack and den meetings, Mondays and Wednesdays are the days they are interested in. Toni made a motion to let them use our library. Motion was seconded by Sharron - motion passed.

Debbie motioned to approve last meeting minutes. Motion was seconded by Sharron - motion passed. Motion by Sharron to pay the monthly bills. The motion was seconded by Toni, and all were in favor. Motion to pay the bills passed; printer was serviced by Stander Office \$275.95. As of Sept. 30th our checking account stands at \$83,165.98.

Toni made a new poster for the Vox Books and they look great!

A profit and loss sheet was presented by Charlie. We spent more on utilities than budgeted, but that was to be expected. Charlie suggested we all take a budget sheet home and study it. He hopes we can vote on a new budget next month.

### BUILDING

- Computer closest to the wall will not print.
- No update on lighting project. Debbie will send them a message.
- Circulation desk cabinets have no new start date either.
- Cost to get up and running with Apollo is a total up front cost of \$2,100. Apollo, a Library information system, uses Gabby a highly recommended. It is an online helper like Alexa or Siri. Apollo will help bring our library into the 21st century like we have been wanting to do. It will help a lot of patrons with automating MEL. Charlie made a

motion to move forward with Apollo and spend the \$2,100 for it. Sharron seconded that motion; motion passed to buy Apollo.

- Charlie and Ann have been working back and forth on our district library agreement with the school.

Talks about our open house with Toni. She had met with Lauren for ideas on the pumpkin decorating fundraiser. They wanted to maybe have the open house go along with the fall theme and the trunk or treat. Things have just sneaked up on us and been too busy to do that. Talks with Mayor Miller that we can put it out till Dec 3rd and have it go along with the tree lighting. We went with that date instead of trunk or treat. Laser Impressions makes shirts, mugs and even Bags! Charlie thought it would be cool to have things made up for our open house. Maybe library board shirts for us, and things to sell as a fundraiser. Book bags are a great idea! Charlie encourages one of us ladies to stop in and check them out. The book club is going strong with about four members. They had a great discussion last month.

Talks about the lift chairs and elevators. What would be best to suit our needs and the costs. Nothing new yet on ground use procedures agreement.

Toni looked into bike racks for the front of the building. The prices shocked her. Eyeglass shaped one is a very cute idea. That ran about \$1,300. It holds 6 bikes, and there is a cedar looking one that also holds 6. Its cost was \$672. Lonnie from the UMC thinks their elevator/lift cost about \$35,000. Thank you Julie for contacting him. Sharron is going to reach out to the school for maybe helping start a penny drive, or pop can fundraiser for the bike rack. Talks with Julie and Clint about when Charlie can stop reminders on brush pick up. Brush pick up ends in Oct and leaf pick up runs till mid Nov.

White Pines will pay for us to get over drive. This is things like e services and Libby. Stay tuned Charlie meets with White Pines soon.

The Department of Treasury sent a letter as to why we had more expenditures than revenues. Charlie, with help from King and King is writing a response letter. He also got ideas from Clint to be short and

sweet. Debbie and Shirley have decided to pass out candy during the trunk or treat from 3 till 5. Toni will work with Lauren on the open house. Toni moves to adjourn at 8:41pm and our next meeting will be Nov 1st. Sharron seconds motion to adjourn. All were in favor of adjourning. Meeting adjourned.