

**NORELIUS COMMUNITY LIBRARY
BOARD OF TRUSTEES REGULAR MEETING
July 19, 2021**

MINUTES

Call Meeting to Order-

**Roll Call – Bock, Peterson, Zupp, ~~Bergamo, Engelhardt,~~ Velasquez,
Gonzalez, Director Walley**

- I. Additions to the Agenda/Agenda Approval – SV move to revise agenda to change meeting dates. JZ seconded, all votes in favor.**
- II. Approve Minutes of Previous Meeting- LP, JZ, all votes in favor.**
- III. Guests: Mayor Soseman, Denison Library Friends – Connie Volkman**
- IV. Correspondence- Thank You Note-Marguerite Scully re: digitizing. Monica advised she received a grant for \$5,000.00 to updating digitizing. We are paid up to 1993 and with this donation we may be up to about 1998. Monica would like to have this current prior to the time she retires. Monica will plan to get grants on an ongoing basis. Another note was also received thanking staff for the digitizing program.**
- V. Approve Bills - all members present signed the bills sheet. Monica also advised that the discrepancies from last month were corrected by city hall.**
- VI. Director's Report –**
 - A. Summer Reading Program – going great. Average of 60 kids per event in June. Attendance has declined somewhat in July but this is attributed to more folks being on vacation.**
 - B. Staff Meetings and City Council Meeting was attended.**
 - C. New Staff – Michelle and Katie are right on target with training and doing a great job.**
 - D. Loess Hills – coming next Tuesday, July 27, for the “Farmer Grows a Rainbow” program regarding all the colors you can grow on a farm.**
 - E. Stunt Show for an upcoming program.**
 - F. July 20 is Color Me Calm and Michelle has been in charge of this.**
 - G. We have had 15 group meetings since the last month which is a good reflection of where the public is at.**
 - H. Devon Evers delivered the new bookshelf and it is beautiful. Monica will be touching base with Devon to thank him. Jennifer suggested posting about this on Facebook.**
 - I. Trustee Evaluations – Monica completed them and sent out proposed pay raises.**
 - J. Monica spent year-end money after the last meeting and the only items she did not get were the t-shirts and movie licensing.**
 - K. July 8 – there was an internet issue which was discovered to be the switches on the wall which was a hardware issue. Public's computer speed is still slower than what it should be. Monica believes the switch is bad or the server and if it is the server it may be expensive. Server is from 2013 and Monica was advised that it may need replaced in about two years. A new one is about \$8,000.00.**

VII. Unfinished Business

A. Evaluations-Staff Pay Increases – Monica sent out staff pay raise increase proposals. Monica’s recommendation keeps us under budget. JZ, move to approve Monica’s suggested. SV seconded. All votes in favor. JZ moved to make pay retroactive to July 1. LP seconded. All votes in favor.

B. Upgrades/beautification of grounds project

- Friends Input – Friends have been discussing what to do with some of their funds. Friends suggested extending the library out the back and have it be meeting rooms, a coffee bar, books could be moved down and be more accessible. Meeting space for book clubs. There could be doors in between the library and meeting rooms which would automatically lock at night. (Video game room). Friends looked online for libraries which have coffee shops. Larry Peterson volunteered to work with the Friends on ideas for an extension to the Library. Carolyn will get in touch with Marsha and Richard to have a meeting with Larry. Any board members with ideas on what the addition should include should contact Larry.

C. Movie License – Library had voted to pay \$450.00 toward movie licensing for movie nights for Market In the Park.

D. HVAC Bids - JZ, LP vote to approve Climate Systems, Inc. since they installed the equipment.

E. Library Board Members – Mayor Soseman discussed the need for board members to have a regular appearance at meetings for the best interest of the library.

E. Policy Review:

Meeting Room Policy-Contract – changes discussed and Monica will bring new copy next month.

Operations Policy – board discussed and approved removing all past-due fines for all citizens. Monica will bring new copy next month of our proposed changes.

VIII. New Business

A. Library policy changes discussed.

VIV Monthly Reports

A. Library Accounts – members reviewed materials and there were no special comments or concerns.

B. Monthly Library Report - Circulation & Acquisitions/Collection – DVD numbers are down.

C. Denison Library Friends Report-None

IX. Committee Reports

A. Book & Policy (Peterson, Engelhardt, Velasquez) – nothing new

B. Finance (Bergamo, Zupp, Engelhardt) – nothing new

C. Technology (Bergamo, Gonzalez, Peterson) – nothing new

D. Facilities (Zupp, Gonzalez, Velasquez) – nothing new

E. Public Relations (Bergamo, Zupp, Peterson) – nothing new

Next Board Meeting

Thursday - August 26, 2021

Thursday – September 23, 2021

Future meetings to be set in September.

Adjourn

JZ, SV – all votes in favor at 6:44 p.m.