

**NORELIUS COMMUNITY LIBRARY
BOARD OF TRUSTEES REGULAR MEETING
June 28th, 2022**

Library Mission Statement:

The Norelius Community Library provides a center where residents in our diverse community may obtain information, resources, education, and recreation through a full range of library services.

MINUTES

Call Meeting to Order-

**Roll Call – Bock, Peterson, Velasquez, Zupp, Phipps,
Hough, Director Walley**

- I. Additions to the Agenda/Agenda Approval**
- II. Approve Minutes of Previous Meeting- *JZ Moves to Approve JH Seconds***
– All in Favor
- III. Guests: Mayor Soseman, City Manager Brad Hansen**
- IV. Correspondence-Thank You Note:**
Linda Drury & Joan Reinking families-Memorandum in the name of Ione Beaman
- V. Approve Bills- All members present signed the bills sheet**
- VI. Director's Report –**
 - A. Monica attended various meetings as well as held staff meetings*
 - B. Summer reading program – great attendance over 80 attended bubble activity*
 - C. Average of 90 attendance for events*
 - D. Adults and Teens program on average 15 active patrons*
 - E. Applied for Monogram Foods Grant but not have received updates*
 - F. Applied for Crawford County ARPA Funds – they are not providing funds at this time*
 - G. Service Calls:**
 - a. Front door electronic repair for the timing to be lowered, sliding door was also adjusted*
 - b. Counsel was called because scanning to email option was not working properly on HP printer last week. This week the SAVIN printer went down and the laser motor had to be replaced.*
 - H. Meeting room usage is steady*
- VII. Unfinished Business**
 - A. Updates on upgrades/beautification of grounds project**
 - a. First invoice for upgrade came in for \$2500 for new refrigerator*
 - b. It was suggested that projects be done in sections*
 - c. Increase in threshold was discussed and will be added to the next meeting agenda*

- B. **Policy Review-Technology –Final Draft** *JZ moves to approve JH seconds- All approved*
- C. **Mahoney & Gotto Co-FY23-** *Providing training*

VIII. New Business:

- A. **Pay Out-Director’s FY22 Vacation balance**
 - a. *JZ moves JH seconds- All approved*
- B. **Reaffirmation of Trustees-Barry Bergamo & Kristi Bock**
 - a. *Council will be voting*
 - b. *six year term*
- C. **Market in the Park sponsorship for outdoor movies**
 - a. *July 30th*
 - b. *JZ request to sponsor up to \$500 for movie license*
- D. **Proposal to replace work computers on circulation**
 - a. *Purchase 3 Dell Computer @ \$732.99 a piece*
 - b. *Children Tablets*
 - c. *JZ moves to purchase the 3 computers, authorize \$500 for reimbursement for movies, remaining funds will be used for tablets and computers, JH seconds – All approved*

VIV. Monthly Reports

- A. **Library Accounts**
 - a. *Looking for new vendor for supplies*
- B. **Monthly Library Report - Circulation & Acquisitions/Collection**
 - a. *Many areas are higher than previous years, seeing good improvements*
- C. **Denison Library Friends Report-None (Friends Board meeting 5/9/22)**
 - a. *No report*

IX. Committee Reports

- | | |
|---------------------|----------------------------|
| 1. Book & Policy | (Bergamo, Bock, Hough) |
| 2. Finance | (Bock, Phipps, Zupp) |
| 3. Technology | (Phipps, Velasquez, Zupp) |
| 4. Facilities | (Bergamo, Bock, Hough) |
| 5. Public Relations | (Bergamo, Velasquez, Zupp) |

Next Board Meeting

July 26th, 2022

JZ Moves to Adjourn JH Seconds-All approved