

**NORELIUS COMMUNITY LIBRARY
BOARD OF TRUSTEES REGULAR MEETING
JULY 25th, 2023**

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 – Phipps, Zupp, Bock, Peterson, Hough, Bergamo, Director Walley

- I. Additions to the Agenda/Agenda Approval - None**
- II. Approve Minutes of Previous Meeting- BB, LP, all votes in favor**
- III. Guests: Pam Soseman, Jodie Flaherty & Cory Snowgren-Acting Co- City Managers**
- IV. Trustee Training-Library Journal Review- Sandy was absent so will present next month**
- V. Correspondence- NONE**
- VI. Public Forum- NONE**
- VII. Approve Bills- At least four members signed the bills sheet**
- VIII. Director's Report –**
 - a. Monica advised there were ongoing issues with the copier.**
 - b. Monica advised the library will be closed one day for AED/CPR training for all staff**
 - c. Monica advised that grout has been cleaned and sealed by Blue Line**
 - d. Monica advised she has been watering plants in the mornings**
 - e. Monica advised staff is not hired to pull weeds and will work on more-intensive upkeep on weeds, including looking at hiring a very part-time gardener as a contractor**
 - f. Monica advised that we need a spring on the door for the book drop so that rain/snow elements don't get into the book drop. She is working on this with Eric Martens**
 - g. Monica was able to renegotiate the price with Omaha World Herald**
 - h. Monica advised that groups have been moving furniture around for meetings and then not putting it back how they found it. The Board advised Monica that the Director, and then staff, are in charge of where furniture goes and staff will put it back in a way which suits the needs of the library if a group fails to do so**

IX. Unfinished Business:

- A. Trustee Vacancy – Barry Bergamo agreed to serve as a replacement. Pam Soseman is considering replacements.**
- B. AED, CPR, & First Aide Staff Training Update – Monica advised this will be set for October on Columbus Day which is a training day anyway. One staff member works at the school so separate arrangements will be made for her to receive the training.**

- X. A. Landscaping Update – Barry advised that Rick Seimer advised to cut off the fence right at ground level and then they would be able to weld new stems. For the screws that are going into the cement, we can probably get them out, but the fence right outside the door is buried about 4”. Barry spoke with Seimers and they said as soon as we get the fence out, we can bring it to Seimers to store it until we are ready. Barry also advised that we may need to move the bike stand somewhere else so that kids are not walking through the new plants. Barry and Michael are going to get together to look at moving those items around. Barry also advised that he painted the letters on the front of the library and everyone commented about how good it looks.**

- XI. New Business: Monica called Phil’s and they came and sprayed. Pam suggested killing the grass and replanting it in the fall. The Board requested Monica to have someone get on top of and stay on top of weeds in general.**
 - A. Committee Reassignments – Sandy’s assignments will be as set forth below.**

Monthly Reports

- A. Library Accounts – Jennifer asked some questions about some of the bills in the list regarding the copier. Monica will provide copies of bills/receipts with packets and expand the memo description in the monthly financial reports so we can read what the expenses are for.**
- B. Monthly Library Report - Circulation & Acquisitions/Collection – Monica advised that statistics from the Summer Reading Program were very good. Monica shared many accolades of the staff for doing a great job with the Summer Reading Program.**
- C. Denison Library Friends Treasurer’s Report - NONE**

Committee Reports

- 1. Book & Policy (Zupp, Bock, Hough) Nothing new.**
- 2. Finance (Bock, Phipps, Zupp) Nothing new.**
- 3. Technology (Phipps, Bergamo, Zupp) Nothing new except that Monica advised our new boosters are here but have not gone live yet. CSI is working with Monica to implement. Monica is also working with Rod Bradley on this. There will be a password for staff and a different account for patrons. Monica also has noticed a difference on band with since moving to 5g. Other staff feel their speed is the same.**

- 4. Facilities (Peterson, Bock, Hough)**
- 5. Public Relations (Peterson, Bergamo, Hough) – Gordon Wolf brought in a stand for us to put in the new Denison Free Press paper.**

Next Board Meeting: August 22nd, 2023