

CHURDAN LIBRARY TRUSTEES

January 13, 2020

The Board of Trustees met at the Churdan Library meeting room with Andy, Marilyn P., Bobbie, Shari, Marilyn T., and Marsha present. Joan N. was absent. Andy called the meeting to order at 9:17 am.

Marilyn P. made a motion to accept the minutes from the November meeting. Bobbie seconded. Motion carried.

Circulation is holding steady, about the same as last month.

The financial report was reviewed by Marsha. The library has received several very nice memorials. The silent auction in December brought in about \$844.00. Marilyn P. made a motion to approve the financial report. Bobbie seconded. Motion carried.

The meeting room was used 3 times in December.

Old Business: The Library received \$337.00 from a STEM grant and \$1700.00 from the DECAT grant to be used for programming and stuff for the kids. It must be spent by June, 2020. Marilyn T. hasn't finalized the date for the Lorie Lynn and Partnerships for Families program. The Library received an Aeron grant for \$700.00. A new circulation computer has been purchased. A new lap-top to be used only by adults (business or homework) has also been purchased. It is behind the circulation desk. An extra computer is in the backroom.

There were 15 children's programs held in December with 1025 attending, up from 843 in December, 2018. Marilyn T. is thinking about making ham balls for one cooking class and cheesy potatoes for another class. Cooking the food another time and allowing the kids to bring one adult to attend the tasting.

The theme for the Summer Reading Program will be "Imagine Your Story." No performers had been lined up as yet.

The Vhs/Dvd machine is now in working order thanks to Denny Tilley. Marilyn will ask him to write out the directions on a sheet of paper and it will be laminated. The library will provide the service until the machine breaks again. The Library

has the equipment and the user will do the work. The user must provide their own blank disk.

We still have to decide which additional historic materials we want to have digitalized.

Bobbie has been reimbursed for the coat hooks. She just has to get the wooden board painted. (A saga of her painting escapades was shared.)

The library budget was turned in to the City Clerk for their workshop. Bobbie suggested that we have an Open House for the city council members to see the library as only our mayor has been in to visit.

The building fund accounts have been combined.

New Business: Shari is thinking about starting an exercise class in February, perhaps starting at about 12:30 or 1:00pm. Plans are not definite yet.

The Democratic Caucus will be held at the Library on Feb. 3, 2020. The Library will close early that day. Registration starts at 5:30 pm with the Caucus starting at 6:30 pm. There will be some set-up required.

The meeting with the Supervisors went very well. It was very friendly and the supervisors are very appreciative of the Greene County libraries. The speakers gave a very nice presentation.

Greene County Reads will be held in April.

Discussion about an IT person was held, but no decision was made.

The Board will have another Strategic Planning meeting on Tuesday, Jan. 21 at 5:00 p.m. We must have this done by February 28, 2020, for accreditation.

Ideas for Grants were discussed. They must be for \$1000.00 minimum. Shari would like to start a beginner sewing class and a grant could be used to purchase machines and sewing kits. A rolling container for STEM materials was also presented.

We will wait until late February or early March to schedule a breakfast for a fundraiser.

Webster Glass gave us a bid for \$4100.00 for new front windows and a new front door. He recommended that we have the door open out and then it won't blow open on windy days. We will need to extend the front steps. We need to talk

to the cement man, but it is too cold for cement work right now. The Webster Glass man would also make some adjustments to the back door.

There will be a website workshop on January 23 in Perry. Shari is going for sure and maybe Marilyn T., Sandy, and Morgan.

Shari put \$395.00 in the 2021 budget for adding Snapshot to the website. Could this also be added to a grant?

Shari would like to purchase a wireless printer so pictures can be printed off people's telephones. It would be on the public access network. The charge would be 5-10 cents per photo. The printer would be put behind the circulation desk. Bobbie made a motion and Marilyn P. seconded to buy a printer for under \$200.00. Motion carried.

A copy of the Library's mission statement was passed out. It is: Churdan Public Library provides materials, information, and technology to promote ideas, experiences and enjoyment to enrich lives and strengthen our community.

The personnel policies were reviewed and Marilyn P. made a motion to accept these policies. Bobbie seconded. Motion carried.

We then reviewed the meeting room policy, the technology policy, the collection policy and the conduct policy. Suggestions were made for each.

Marilyn P. made a motion to adjourn. Bobbie seconded. Motion carried.