

## **Library Board Minutes**

**Date:** June 14, 2022

**Present: Board:** Marilyn Nickel John Clark Paul Nelson Lois Houghtaling

**Staff:** Tracy Wing Danica Clayton

**Minutes of last meeting:** Paul moved with a second from John.

**Bills:** Lois moved with a second from Paul.

**Committee Reports:** none

### **Librarian's Report:**

Added 151 Deleted 11 New Patrons 20 Deleted Patrons 2  
Door Count 837 Orders 62 Events 120 Magazines 35 Puzzles 23  
Coffee 77 Computer 38 Copies 109

Tracy reported they are looking into Audio Book Sync for young adults in audio and E books. Will soon promote this program.

Electronic access will soon be available. Family members will all have library cards. Computer use policy is being reviewed. Mostly the same but added parent sign off on regulations. Child under age 13 must have adult or guardian present with child during library visit.

Moving forward, encouraging each family member to have a card is necessary for digital media access and to foster ownership in library use and care of loaned items. As children under 18 need adult signature for item checkout and in house computer use will ensure the library has proper approval for each child. These cards are to be printed on 254gm,matte white cards (environmental friendly versus plastic). The library currently has printed barcodes with patron number that we will use on printed cards. The cost for 120 cards is \$9.94 with in house printing and can be edited anytime in the future.

Danica reported: 93 activity bags for children. Numbers are increasing.

Story Walk is up and running with a good response.

26 signed up for summer reading challenge.

12 signed up for 1000 books before kindergarten.

30 attended story time in May.

### **Old Business:** Term information:

Kevin Nelson resigned as of 7/01/2022 Paula Caldwell accepted replacement until 7/01/2026

Pam Kincade resigned as of 7/01/2022 Bill Yount accepted replacement until 7/01/2026

Julie Derby term to 7/01/2025 Paul Nelson term to 7/01/2025 Marilyn Nickel term to 7/01/2025

Lois Houghtaling term to 7/01/2022 John Clark term to 7/01/2022

John Clark and Lois Houghtaling agreeded to remain on the board until 7/01/2026

Board will take action on this at the next meeting.

### **New Business**

\$300 donation from Conservation Board.

\$1000 donation from a friend of the library for large print books.

Mike Maynes, attorney, will pick up and review computer contracts and IT computer help.

Water in the basement is an ongoing problem. Mayor Jimmy Schultz put in an air circulation system. Staff has been getting rid of unusable stuff and doing some cleaning.

Danica and Tracy will attend City Council meeting on a rotating basis.

**Next meeting** July 12, 2022 Paul moved and John seconded to adjourn meeting.