

Library Board Minutes

Date: December 6, 2022

Present: Board: Marilyn Nickel Julie Derby Paula Caldwell
John Clark Lois Houghtaling

Staff: Tracy Wing

Minutes of last meeting Julie moved with a second from John. Passed

Bills John moved with a second from Paula . Passed

Committee Reports: Personal Committee (Paula, John and Marilyn) will meet at 5:00
Tuesday January 10, 2023 to evaluate employees. Julie

Librarian's Report

Numbers: Door Count over 18 - 567, 13 - 18 -88, 7-12 - 244, 0-6 - 231
Computer - 123 Overdrive - 398 Whofi - 487 Coffee - 102 Toddler Time - 38
Early Out - 63 Book Club - 5 Reference - 30 Items Added - 164 Items Deleted - 630
Patrons Added - 19
\$3000 grant from Empowering Adair County to be used for shelving in the special area
for kids.

\$500 from 4R Kids to be used for toddler development.

\$634.50 from Greenfield Foundation to be used for 4 hot spots and maintenance. 2 of
these will be available for check out soon.

Amended policy for hot spot usage is changed to 18 years old . Moved by John and
second by Julie. Passed and will go into effect immediately.

Caldecott books - 14 books (2 copies of each) have been ordered.

Two names were presented to replace Paul Nelson on the library board.

Old Business:

Discussion on how to proceed with memorial books. Work in progress.

Legos are very popular and are being well used.

No new information on IT billing. Tracy contacts them frequently. No answers.

Employee benefits for Danica Clayton: Effective date January 1, 2023. Employment at
0.8 fte yearly = 32 hours per week. Personal time = 6.4 hours. Vacation time = 64 hours
per calendar year (use within year or lose it). Sick time = 16 hours per month (accrues to
max of 576 hours). Holiday time = 9 days (same as city for fulltime employees)

New Business:

Crochet club for high school age students meet on early out Wednesdays.

Tracy is looking into a way to recognize frequent library users.

Children's book author is coming to elementary school and possibly library.

Looking into an ALA grant to help communities get library materials into the hands of all
residents interested in participating. There are many options and lots of ideas.

Grant is designed to help libraries transform communities in small and rural areas.

Next Meeting: January 10, 2023

Adjournment: John moved with a second from Julie