

February 18, 2020

The Board of Trustees of the Schmaling Memorial Public Library met in regular session on Tuesday, February 18, 2020, at 5 p.m. President, Teresa Ray, called the meeting to order.

Members present included Teresa Ray, Nancy Countryman, Sandy Hamilton, Kathy Quick, and Jodie Dornbush. Members Paula Ensinger and Sarah Brubaker were unable to attend. Librarian, Britni Hartman, was also in attendance.

Sandy motioned to approve the minutes of the January 21, 2020, meeting as written. A voice vote was taken and the motion passed with all ayes.

Nancy motioned to approve the bills for the past month for payment. A roll call vote was taken and passed with all ayes.

LIBRARIAN'S REPORT

1. Circulation continues to improve from 2019 figures.
Britni explained that the number of Computer Sessions listed for the past month was skewed due to a misunderstanding of employees about how to close the computers at the end of the day. They have all been instructed on the correct procedure and totals should be correct in March.
2. Britni requested permission to have the lawn mower and snow blower, which have been in the storage shed for several years, inspected and listed for sale at reasonable prices. A roll call vote was taken and approved with all ayes.
3. Britni brought to our attention that staffing will be short in March as Roxanne and Gwen will be missing days for medical reasons. She requested hiring a part – time/substitute person to fill in when needed. She does have a former employee in mind which will eliminate training a new person. Nancy motioned to give her permission to contact that person to ask if she would be interested and if not, to pursue other avenues to fill the position. A roll call vote was taken and passed with all ayes.
4. After reviewing the order of importance list that the Board approved at the January meeting, Britni explained what was meant by a couple of the statements. The Board admitted that they had misunderstood and agreed to revise their listing as follows:
 1. Create young readers: early literacy
 2. Satisfy curiosity/stimulate imagination
 3. Connect to the online world: public internet access
 4. Visit a comfortable place: physical and virtual spaces
 5. Know your community/make career choices/ understand how to find and evaluate information
 6. Make informed decisions: health, wealth, and other life choices

7. Discover your roots: genealogy and local history
 8. Succeed in school: homework help
 9. Learn to read and write: adult teen, and family literacy
5. Britni explained the process she is using to weed some of the older, uncirculated materials. As she is sorting she is also adding additional genre labels in response to multiple requests from patrons for help identifying specific genre books. Large print books have been, and will continue to be, sent to a senior community in Texas.
6. Pizza Ranch fundraiser is scheduled for Monday, March 23 from 5 – 8 p.m. Britni will set up a schedule and all Board members are asked to sign up for a time to participate. She is looking into having t-shirts printed so we can present a real presence.
7. Census hiring events have been increasingly well attended. An additional event was held on February 20.
8. Dr. Seuss' birthday will be celebrated on Saturday, February 29, with a storytime and "pet" stuffing. Funds from the Nancy Buikema Library Fund were used to pay expenses.
9. The staff is working on some changes for the Summer Reading Program. This year's theme is "Dig Deeper: Read, Investigate, Discover." Changes planned include extending the program from 4 to 8 weeks, revising criteria for Young Adult readers, and new rewards.

COMMITTEE REPORTS

Building and Grounds

Kathy inquired about progress on the "little" library to be installed outside. Britni will check to see if the art teacher is still willing to paint the case.

Finance

Nancy distributed Fund Statements showing balances for the Schmalig Memorial Public Library Endowment Fund and the David and Lida Flikkema Memorial Endowment Fund.

Library

No report.

MISCELLANEOUS

Britni has completed her OMA/FOIA training

Statement of Economic Interest is due May 1 but Teresa hasn't received the forms or other information to date.

Warner Smidt was suggested to construct Memorial Benches for the front of the library. Britni will check to see if he is interested or has other suggestions.

Kathy moved to adjourn. A voice vote was taken with a response of all ayes.

The next regular meeting will be on Tuesday, March 17, 2020, at 5 p.m.

Respectfully submitted,

Kathy Quick, Secretary