Hoesch Memorial Library January 2021 Board Minutes

January 7, 2021

Hoesch Memorial Library Board of Trustees met on Monday, January 7, 2021 at 4:00 p.m. following the Two Rivers Public Health Department COVID guidelines. Present were: Don Jardon, Bryan Lubeck, Betty Adkins, Pam Miller and Keri Anderson, Library Director. Doris Brandon was absent.

Don Jardon called the meeting to order with attention given to the Open Meeting Act posted on the Conference Room Wall. Minutes of the previous meeting were read. The motion to approve the minutes as read was made by Bryan Lubeck. Betty Adkins provided the second. Motion carried.

Warrants for payment were reviewed. Don Jardon made the motion to approve the warrants for payment with Bryan Lubeck providing the second. Motion carried.

The following warrants were paid:

Keri Anderson 2,639.82

Sandi Hoard 414.54

Cindy Ruskamp 321.75

Stephanie Adams 231.00

Amazon (Books) 401.30

Frontier (Internet) 112.97

Frontier (Telephone) 140.29

Hoesch Memorial Library (Petty Cash) 198.13

Hoesch Memorial Library (CO Equipment) 49.00

NPPD (Electricity) 71.18

Reliable Pest Control (Bldg Maint) 90.00

Sandi Davis (Contract Labor) 185.00

Circulation statistics for December were reviewed. They are getting closer to previous years circulation statistics for December.

Budget Statistics were reviewed

New Business:

This being the first meeting in January, the board is to select a chairperson, vice-chairperson and secretary. Betty made the motion to retain the Chairperson Don Jardon, Vice-chairperson Bryan Lubeck, and Secretary Doris Brandon. Second by Bryan motion carried.

Discussion to increase the part-time minimum wage from $8.25 to $8.75 for the two newest hired. Don will go to the February 3 City Council meeting.

Don Jardon was recently honored by the Library Commission Director, by being asked to be a board member of the Library Advocacy Committee. He had been suggested as a possible candidate by Denise Harders, CPLS Director. Don volunteers for lots of things for Hoesch Memorial Library, and thanked Rod Wagner, but declined being on that advocacy board.

Saturday hours starting January 9 will be 10:00 a.m. to 1:30 p.m. with the ½ hour until 2:00 to be cleaning time for the staff.

Keri reported that the Always Awake IT security system has a 2 year warranty. The Friends will discuss more at their next meeting.

Keri has been informed that the library will receive the Internship Grant in full since they weren’t able to use it in 2020.

The next meeting will be Monday, February 1 at 4:00 p.m.

There being no other business, Betty Adkins made the motion to adjourn, second by Bryan Lubeck.

Respectfully,

Pam Miller, Secretary (in absence of Secretary Doris Brandon)