**Hoesch Memorial Library Board Minutes**

July 12, 2021

Hoesch Memorial Library Board of Trustees met on Monday, July 12, 2021 at 4:00 p.m. Present were: Don Jardon, Betty Adkins, Pam Miller, Doris Brandon and Keri Anderson, Library Director. Absent: Bryan Lubeck.

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 Betty Adkins. Second by Don Jardon. Motion carried.

Warrants for payment were reviewed. Doris Brandon made the motion to approve the warrants for payment with Betty Adkins providing the second. Motion carried.

The following warrants were paid:

Keri Anderson 2,639.82

Cindy Ruskamp 540.00

Karen Olmsted 324.00

Frontier (Telephone) 179.51

Harlan Co. Journal (Print & Publish) 34.25

Hoesch Memorial Library (Petty Cash) 113.82

Library Store (Supplies) 112.14

NE Library Comm. (Dues & Fees) 670.00

NPPD (Electricity) 129.39

OCLC Inc. – ILL (Dues & Fees) 548.96

Reliable Pest Control (Bldg. Maint.) 90.00

Summit Window Cleaning (Bldg. Maint.) 93.00

Sandi Davis (Contract Labor) 185.00

At approximately 4:10 p.m. Lorri Bantam, City Administrator arrived. Lorri wanted to inform the library board with information that she is expecting that will affect the new library budget. She is expecting a freeze on the budget with the exception of wages. Lorri stated that she was going to ask for 4% cost of living increase. Discussion was held regarding this. The library has roof repair that needs to be completed in this budget year. Lorri then left the meeting.

Circulation statistics were reviewed. Numbers are coming back to pre-Covid circulations.

Budget Statistics were reviewed.

New Business:

Cindy Ruskamp turned in her resignation letter with July 21, 2021 being her last day. We have not received any applications at this time for this or the other open position.

Discussion was held on changing operating hours until we have more staff available to cover the open hours. It was discussed and approved to be closed on days when we don’t have enough staff in order for Keri to not lose all of her vacation time.

Don Jardon made a motion to go into executive session at 4:35 p.m. to discuss personnel issues. Motion second by Pam Miller. A motion to leave executive session was made by Don Jardon at 4:52 p.m. Second by Pam Miller.

Other Business:

The security system is installed and has been adjusted so that all of the cameras are now operating.

Keri will be getting ahold of Lavon Olson to do roof and gutter repair.

ILS changes are still being looked into. Keri is still researching which group will be the best fit for our library. At this time it appears that ByWater is the best fit. Keri will continue to follow this.

The CPLS annual meeting was held in Red Cloud. A report was given about the information received by Don, Doris, and Keri.

The next board meeting will be Monday, August 2, 2021. at 4:00 p.m.

There being no other business, the meeting was adjourned following by a motion made by Pam Miller and second by Betty Adkins. Meeting adjourned.

The next meeting will be Monday, August 2, 2021 at 4:00 p.m.

Respectfully,

Doris Brandon, Secretary