**Hoesch Memorial Library February 2021 Board Minutes**

**February 1, 2021**

Hoesch Memorial Library Board of Trustees met on Monday, February 1, 2021 at 3:55 p.m. following the Two Rivers Public Health Department COVID guidelines. Present were: Don Jardon, Betty Adkins, Bryan Lubeck, Pam Miller, Doris Brandon and Keri Anderson, Library Director.

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. Second by Pam Miller. Motion carried

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

The following warrants were paid:

Keri Anderson 2,639.82

Sandi Hoard 108.57

Cindy Ruskamp 280.50

Stephanie Adams 264.00

EBSCO (Magazines) 213.09

Frontier (Internet) 112.97

Frontier (Telephone) 146.85

Hoesch Memorial Library (Petty Cash) 77.42

Library Store (Supplies) 166.38

NPPD (Electricity) 76.99

Sandi Davis (Contract Labor) 185.00

Circulation statistics for January were reviewed.

Budget Statistics were reviewed.

New Business:

Staff wages were discussed. In an effort to retain and recruit employees, it was expressed that raises in the beginning wages would be necessary (beneficial at least). Don Jardon has drafted a proposal to present to the city council. It was shown to the board members. Bryan Lubeck will attend the city council meeting along with Don Jardon.

The Friends of the Library have selected the Always Awake IT security system to be installed at the Alma library. The price increased approximately $175.00 since the bid was presented. Some promotional activity may be done in order to receive donations toward this project. Donations will be encouraged to go to the Friends of the Library to be directed towards this project.

Keri talked about craft projects for the kids to be done on Saturday mornings. She showed the board what activity the kids were doing for Valentine’s Day. They made door hangers for the Colonial Villa and Hillcrest Terrace. CPLS is presenting Full Steam Ahead activities in the month of February. Keri will be looking for other things to do with the kids at the Alma library.

There being no other business, the meeting was adjourned following a motion by Pam Miller and second by Bryan Lubeck. Motion carried.

The next meeting will be Monday, March 1, 2021 at 4:00 p.m.

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Respectfully,

Doris Brandon, Secretary