**Hoesch Memorial Library April 2021 Board Minutes**

**April 5, 2021**

Hoesch Memorial Library Board of Trustees met on Monday, April 5 at 4:00 p.m. following the Two Rivers Public Health Department COVID guidelines. Present were: Don Jardon, Pam Miller, Bryan Lubeck, Doris Brandon and Keri Anderson, Library Director. Absent: Betty Adkins. Guest: Cindy Ruskamp, Library Clerk.

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 and second by Pam Miller. Motion carried.

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

The following warrants were paid:

Keri Anderson 2,639.82

Cindy Ruskamp 594.00

Stephanie Adams 380.25

Sandi Hoard 290.71

Amazon (Books) 505.74

Amazon (DVDs) 19.99

Frontier (Internet) 112.97

Frontier (Telephone) 146.85

Harlan Co. Journal (Ad) 26.75

Hoesch Memorial Library (Petty Cash) 95.42

NPPD (Electricity) 61.99

Sandi Davis (Contract Labor) 185.00

Schmidt Computer Systems (Cap. Outlay) 2,985.00

Stephanie Adams (Travel/Meal) 26.88

Circulation statistics were reviewed.

Budget Statistics were reviewed. The City is using a new system which makes items look confusing but the library is still on track.

New Business:

Keri presented the applications for the open clerk position. After discussion and careful consideration, it was decided that Keri would offer the position to Karen Olmsted.

The library received an application from Jeramyah Ruskamp for the summer intern position. The summer intern position is funded through a Nebraska Library Commission and IMLS grant. We are looking forward to having Jeramyah on board for the summer. Christa Porter from the Library Commission advised that we can channel that grant through the Friends of the Library. That should be less confusing for the library budget.

Keri informed the library board that Don Jardon had received the Nebraska Library Association Outstanding Volunteer of the Year award for 2021. We are very appreciative of Don’s service and dedication.

New Business:

The public has been asking for more access to the library. Due to the COVID recommendations, the magazines and newspapers will remain on hold for the time being. Keri will open the restrooms to the public. The drinking fountain will remain out of service.

The summer reading program will be “Tails and Tales”. Keri has made a plan in which the summer reading program can be in person. We are excited that we can have this program this year.

Maintenance of the triangle area in front of the library was discussed. The need to go to a minimal maintenance idea was discussed. It is City property, but the City does not provide care for this area. We will look at this later on as to give time to come up with ideas for a long term minimal maintenance area.

Other business:

The new security system is supposedly being shipped. The installing company, Always Awake, will notify Keri when it will be installed.

The ILS will be changing by the end of the fiscal year. We have been on the Pioneer Consortium, using KOHA and were notified in February that they would be dissolving. We will be needing a new integrated system to be involved in. Keri will be attending a meeting to see about the Apollo group. Keri will also be checking into a couple of other programs.

The Friends of the Library will be hosting an open house in honor of National Library Week. This will take place on April 14 from 10:00 a.m. until 2:00 p.m. They will be providing refreshments.

There being no other business, the meeting was adjourned following a motion by Bryan Lubeck. Motion carried by consensus.

The next meeting will be Monday, May 3, 2021 at 4:00 p.m.

Respectfully,

Doris Brandon, Secretary