

Library Board Minutes

January 9, 2023

Hoesch Memorial Library Board of Trustees met on Monday January 9, 2023 at 4:00 p.m. Present were Don Jardon, Bryan Lubeck, Mary Jo Radil, Pam Miller and Keri Anderson, Library Director. Absent, Cathy House.

Don Jardon called the meeting to order with attention given to the Open Meeting Act posted on the conference Room Wall.

Mary Jo Radil was introduced and welcomed as a new board member. Cathy House, our other new member was absent because of recent ear surgery.

Election of officers for 2023 followed.

President: Don Jardon, nominated by Bryan Lubeck, second by Mary Jo Radil, all in favor.

Vice-President: Bryan Lubeck nominated by Don Jardon, second by Pam Miller, all in favor.

Secretary: Pam Miller nominated by Mary Jo Radil, second by Bryan Lubeck, all in favor.

Minutes of the previous meeting were read. The motion to approve the minutes as read was made by Bryan Lubeck and seconded by Don Jardon. Motion carried.

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

The following warrants were paid:

Keri Anderson	2,965.04
Stephanie Adams	260.00
Jennifer Roethke	468.01
Breanna Brandt	341.25
Amazon (DVDs)	41.92
Amazon (Supplies)	20.00
Blackstone Publishing (Books)	106.76
Frontier (Telephone)	186.55
Hoesch Memorial Library (Petty Cash)	140.85
NPPD (Electricity)	63.93
Samantha Kresser (Contract Labor)	160.00

Circulation statistics and Budget statistics were reviewed. Circulation is up by over 300 compared to last year. Keri will try to use what has been budgeted for professional and school. Repairs and maintenance of equipment was higher than normal because of Eakes maintenance, and we got two new fire extinguishers and one recharged instead of three being recharged. Hourly wages showed an increase which was related to the part-time staff working more while Keri was gone. An upcoming Summer Reading training for the staff may use much of what is budgeted for travel and meals.

New Business:

The Caring Cupboard is taking book donations again and it was questioned whether that might affect the number of books donated to the library for our annual book sale. We may want to visit with their board members about this concern. This will also be brought up with the Friends to see if they wish to visit with the Caring Cupboard board.

Keri reported that there is just one Continuing Education credit needed for the board to be accredited. The grant for a new computer has been approved, but Keri still has to get a UEI number to replace the DUNS number. This computer has been used for kids' games, which has really slowed it down.

Don asked about the new books with the "14 Day" checkout label. These are the "new adult fiction and non-fiction books" received within the previous 6 months. They now only check out for 2 weeks, compared to the other books checking out for 3 weeks. Keri said if there is not a hold on them, they may be checked out for another week.

The next meeting will be Monday February 6, 2023 at 4:00 o'clock p.m.

As there was no other business, Bryan Lubeck made the motion to adjourn, second by Pam Miller. Motion carried.

Respectfully,

Pam Miller, Secretary