

ANGOLA PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MARCH 1ST 2022

PRESENT Jack Kuebler, Jenn Page, Barb Schmitt, Sally Needham, Mari Grennell, Tressa Crehan, Val Stonitsch, Patty Friend

Jack opened the meeting at 6:00PM. Barb moved to accept the **AGENDA**, seconded by Sally, motion carried. Patty volunteered to record the minutes of the meeting in Diane's absence. Mari moved to accept the **MINUTES** of the previous meeting, seconded by Sally, motion carried. Tressa motioned to accept the **TREASURER'S** Report, seconded by Barb, motion carried.

CORRESPONDENCE: As presented on Director's Report.

Kelly Bates – Lake Shore High School. Invitation to participate in the annual Family Fun Walk put on by the LS Family Support Center on April 23rd from 10am-2pm.

Dave Mosher – Invitation to participate in the Evans Environmental Fair on April 30th. Discussion of what we could do for the Environmental Fair: Ideas were: have books on display on topics of Environment, Kilowatts, going green, recycling, Butterflies and Bees/Beekeeping. Tressa asked how is the event staffed? The answer is: Library Personnel and Trustees and anyone who is able to attend or wishes to help.

LIBRARY STATUS REPORTS

A. PROGRAMS: January/February as presented on Director's Report

Take & Makes – 84 Winter Silhouette (Jan) – 74 Jellyfish (Feb), Liberwyrms Book Club – 6 attended, Tutors/ Therapy – 34 Children/Teens attended, GED Classes – 6 Classes, 13 total attendees. Meeting Room/Library Use – Senator Ryan Table and Flying Eagles Travel Club.

PROGRAMS UPCOMING: as presented on Director's Report:

- Movie Night - March 11+12 Addams Family 2 and April 1 + 2 Clifford. One movie per month. No popcorn at this time. We will provide bottled waters and they may bring their own snacks.
- Book a trainer Tech Class - Wed 3/16 + 3/28 from 2-7pm. Classes are for learning Software programs such as Skype/ Facebook and etc.
- Lego Drop-In Week – Starting the first Monday of Every month. March 7 -12. Stop in anytime we are open and build . Creations will be displayed for the remainder of the month. We have Duplos for the smaller children. "Drop-in" is new, we used to have specific time slots.
- Sensory Playtime – Wednesdays and Fridays starting April 4th. Three bins will be same every week with 1-2 with new or rotating sensory items. New bins to be funded by Central Programing Funds.
- Anime/Manga Night – Every Thursday starting April 7, we will talk about Manga, watch Anime, and much more. Whether you are a beginner or a seasoned reader this night is for you. Recommended for ages 10 and up.
- Summer programs are being planned but no confirmations yet: Summer Craft Weeks, Nickel City Reptiles and The Great Runfolia Magician.

B. CENTRAL NEWS as presented on Director's Report. New System Director is John Spears of Colorado Springs.

C. STAFF REPORT as presented on Director's Report. Despite several staff quarantines in January, all are now back to work.

D. CIRCULATION REPORT as presented on Director's Report. For Circulation we are about 80% of what we had for same month in 2021. However, Library Visits are up 25.2% from 2021, Computer Use is up 115.4% and Wi-Fi usage is up 98.6%. A statistics comparison chart is listed on the report.

- E. PURCHASES AND NEEDS** as presented on Director's Report. Folding Divider for concealment of wiring in office (\$60-\$100 at Amazon). Replacement Carpet Runners for high traffic areas (approximately \$381.00 for 4 runners at ULINE). ScanSnap Document Scanner (about \$420 at Amazon). **Note that Central has ordered our new copier. Cost will be \$2,545 to be paid by Central. It will be B&W only due to extra cost of color copiers and our limited usage. Our current copier contract will be finished at the end of March so we will no longer have a bill of \$84.65 per month.**

A motion was made by Jack to authorize Jennifer Page to spend up to \$1000 to complete the requests listed in the Purchases and Needs section. Jennifer should use the \$420.00 of the Gallivan Funds as noted. The motion was seconded by Sally. All in favor. 0 Nays.

OLD BUSINESS

- CHILDREN'S ARTWORK DISPLAY – in process – possibly last week of March thru Easter Break. Janelle Wade is art teacher contact. There is no specific theme. Discussion of should we have some type of contest and invite public or maybe have an open house on the the first day?
- AFGHAN RAFFLE – Jackie Haderer has already made the Afghan for the Harvest Dinner!
- ROOF REPAIR GRANT REQUEST – Need the process to be opened and then get the quotes again.

NEW BUSINESS

- A. RESOLUTION 2022-01 RE: PERSONNEL POLICIES AND PROCEDURES - Jack read the resolution aloud. Review of changes from 2021 to 2022. Motion made to approve Resolution 2022-01 was made by Mari, seconded by Sally. All trustees by roll call affirmed with Aye. 0 Nay.
- B. RESOLUTION re: DESIGNATION OF FINANCIAL INSTITUTIONS - President Kuebler moved to accept the resolution identifying our depositories and Barb Schmitt seconded the motion. A roll call vote unanimously approved the motion. Resolved that Evans Bank, Lake Shore Federal Credit Union and Key Bank are designated as authorized depositories of the Angola Public Library funds. Note that the Evans Bank in Derby is now closed.
- C. DIRECTOR'S report - Jennifer presented her Director's Report which will be submitted each month. Tressa motioned to accept the report as part of the Agenda going forward and Sally seconded. All in favor. This will now be a monthly agenda item "Acceptance of the Director's Report". Note that the Purchases and Needs will be separate on the agenda so that the trustees can vote on it. Note that the newly submitted Director's report also has a listing of the available Grant Funds/remaining balances as well as the Library Fundraising activities which includes totals for Candy Bar sales, Book sales, Book Bag sales and the Donation Jar funds.
- D. As Village of Angola Liaison, Val Stonitch asked about the \$2000 donation from Legislator John Mills as part of the Library Budget funds through the Angola Village. Jenn to find out if there is a specific criteria for spending of the funds and how they will be distributed to the Library.
- E. Hot Dog Fundraising Sales - We all agreed that this is something we would like to continue. Possibly Legislator Mills will be able to help as he has in the past.
- F. CENTENNIAL ANNIVERSARY – the Angola Public Library will be 100 years old in 2024. (11/24/1924 – 11/24/2024). Looking for ideas on how to celebrate. We can celebrate at our Harvest Dinner too! History Note: Library was established in 1880, but didn't become a Public Library until 1924. In 1924 it was located in the back of the old Angola Bank Building. In 1971 we moved to our current building.
- G. Recycling Bins – Jen asked Val when we would be receiving our new recycling bins and garbage cans. Val responded that they will be distributed in April. This will make library recycling activities much easier.

NEXT MEETING will be APRIL 5TH, 2022

ADJOURNMENT Tressa motioned that we adjourn the meeting. No second is required.

Respectfully Submitted,
Patty Friend