

# ANGOLA PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING December 6th, 2022

**PRESENT** Jack Kuebler, Jenn Page, Sally Needham, Diane Volker, Tressa Crehan, Mari Grennell, Barb Schmitt and Patty Friend

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

**CORRESPONDENCE:** See Director's report. We received a "Thank you" letter from the Grand Island Library for our donation made in memory of Dick Earne.

## **DIRECTOR'S REPORT** - includes LIBRARY STATUS REPORTS

- A. PROGRAMS:** as presented on Director's Report. Take & Makes – 80 were distributed. Other programs included Book Club, Tutors/Therapy, GED Classes, Lego Drop-in, Movie "League of Pets", and Cratsley Meetings.
- B. PROGRAMS UPCOMING:** as presented on Director's Report. Many listed including "Christmas in the Village" participation (Sat. Dec. 10<sup>th</sup> from 10AM to 2PM), Graham Cracker House Building (Dec. 14<sup>th</sup> at 5:30PM).
- C. CENTRAL NEWS** as presented on Director's Report.
- D. STAFF REPORT** as presented on Director's Report. Shawna John has resigned effective 11/28/2022. Allison Marcy has been moved into the new Library Clerk position and we are in the process of hiring a new Clerk-Typist.
- E. CIRCULATION REPORT** as presented on Director's Report: 2022 YTD: Library Visits 32,710, Circulation at 29,419.
- F. PURCHASES AND NEEDS \*** as presented on Director's Report. Electronic sign for library front window – window mounted options are hard to find. Waiting on two companies who are working to provide more options. The 2021 Ceiling tile project revealed a problem with the light fixtures in the front windows, vestibule and meeting room stairs. The village requested that we find new fixtures and they would take care of the old wiring and installation. Cost of new LED fixtures will be \$129.98 (purchased at Lowes in packs of 6).
- G. FUNDRAISING** as presented on Director's Report: YTD \$2,280.75 includes Candy Bars, Book and Library Bags Sale, as well as funds from the Donation Jar.
- H. GRANTS** as presented on Director's Report: Expenditures and remaining balances noted on the report.
- I. MISCELLANEOUS** as presented on Director's Report: The Angola Public Library among other libraries, now has an Amazon Charity Wish List. This makes it possible for patrons to purchase items from our Amazon wish list and have them sent directly to us. Our list currently includes small office supplies, magazine subscriptions, and turtle supplies. We are able to and will modify the list as needed.

Motion to accept FULL DIRECTOR'S REPORT was made by Sally and seconded by Diane. Approved.

## **OLD BUSINESS**

- CENTENNIAL ANNIVERSARY – (Carried over from April Meeting.) 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.
- ROOF REPAIR and DOOR GRANT REQUEST has been submitted – Trustee President Jack Kuebler completed all the paperwork necessary for the submission of the Grant Request to the State a few months ago.
- HARVEST DINNER 2022 *update* –A "Thank you" for the Harvest Dinner was placed and published in the Angola Pennysaver. Jack received \$50.00 Donation for harvest dinner from someone who had been unable to attend. It was given to the Treasurer.
- TRUSTEE EMERITUS – Resolution was adopted at last month's meeting. Following acceptance by the Library Board, Jack prepared and sent a certificate to Jackie Haderer. At the December meeting, a copy of the certificate was given to the Secretary to keep with the minutes.

## **NEW BUSINESS**

- A. OPERATION HOUR CHANGES** - Jennifer formalized the operation hours schedule. A new brochure is ready and distribution/notification of changes has begun. The new hours are: Mon. & Thu 12pm-8pm; Tue & Fri 9am-5pm; Wed & Sat 12pm-3pm. The new hours will be implemented in January of 2023.
- B. CREDIT CARD CLIENTS** – For credit card transactions we will now use ‘SQUARE’. It is the most economical charge card transaction company 1 ½% + .10cents and we receive the money the next day.
- C. PURCHASES AND NEEDS\*** - See Director’s Report
- D. LIBRARY BOARD PRESIDENT’S TERM** – Jack’s term is up at the end of this year, however he promises he will re-run for President’s position if nominated.
- E. TRUSTEE TRAINING** – will occur following the meeting. (We enjoyed refreshments of cider and homemade goodies!)
- F. We learned with great sadness that Mr. Robert Drago, who has been a great benefactor of our Angola Library, passed away in November.** The Drago family have the sincere condolences of our Library Board and staff. (Mr. Drago is the uncle of our Library Treasurer Mari Grennell.)

**Merry Christmas and Happy New Year to all!**

NEXT MEEETING will be January 3rd, 2023

ADJOURNMENT Together Mari and Sally motioned that we adjourn the meeting. No second is required. Main Meeting adjourned about 6:45PM. Trustee Training followed the meeting.

Respectfully Submitted,  
Patty Friend