

## OWEN COUNTY PUBLIC LIBRARY BOARD MEETING MINUTES

The Owen County Library Board of Trustees met in regular session on May 18, 2021. Trustees in attendance were Taylor, Petzinger, Cobb, Quiroz, and Ashcraft. Librarian Clifton was also in attendance. President Petzinger called the meeting to order at 9:30 A.M. President Petzinger made the motion to approve the minutes from April 20, 2021. Trustee Quiroz seconded. All voted aye.

There were no public comments.

### FINANCIAL/DISBURSEMENTS

The general operating account and reconciliation detail were reviewed and discussed. The profit/loss comparison was also reviewed. The credit card reconciliation and the revenues and expenditures for the budget year of 20-21 were discussed. The Library has had more income than expenditures due to Covid-19. Trustee Taylor made the motion to accept the reports. Trustee Cobb seconded the motion. All voted aye.

### LIBRARY STATISTICS

The Library had five virtual programs with 179 patrons attending. There were 134 programs printed. Hoopla and Overdrive are continuing to do well. Check-outs are continuing to increase. There were 892 web-site visits. The Wi-Fi had 679 users. The computers had 260 patrons. Patrons have begun to use all of our extra services. This includes faxes, copies, notary services, and microfilm.

### REGIONAL LIBRARIAN REPORT

KDLA has begun the steps toward the Storytelling Collection in order to preserve the art of storytelling. By-laws should be written and approved by the Library Board to provide the framework on how to conduct the business of the Library. More information can be found on the KDLA website. The end of the budget amendments have to be made by June 30, 2021.

### LIBRARIAN REPORT

The appointment of new trustee is proceeding. The meeting rooms for community use will begin June 1. The rules for Covid will apply. Returned books will be quarantined for 24 hours instead of 72 hours. The Summer Reading program costs have been reimbursed by the Friends of the Library. In person programs are going well. Covid-19 rules are being followed. The scholarship was awarded to 4 students.

## BUSINESS

After discussion of the new mask mandates, it was decided to keep our policy until June 30, 2021. It will be enforced loosely due to the Library's inability to ask if a patron has been vaccinated.

The need for a new vehicle for our Outreach program has led to an offer of a vehicle from the county. The cost to convert is substantial. Librarian Clifton is researching the cost. It was agreed to table the book mobile project until more information is available.

The American Rescue Plan Act funding will bring money to the Library. The exact amount is unknown and more information will be coming in the next few months.

The wish list is shrinking due to the extra money coming to the Library and the offer of a vehicle. The greatest need is a new microfilm machine. Trustee Taylor made the motion to move \$10,000.00 from payroll to purchase the machine. Trustee Cobb seconded. All voted aye.

Librarian Clifton excused herself while the Trustees completed her evaluation. After discussion, Trustee Petzinger made the motion for an increase to her salary. Trustee Taylor seconded. All voted aye.

The Trustees reviewed the budget proposals. After discussion, a budget was selected. Trustee Petzinger made the motion to approve the selection and it was seconded by Trustee Taylor. All voted aye.

Trustee Petzinger made the motion to adjourn at 11:33 A.M. Trustee Quiroz seconded. All voted aye. The next scheduled meeting is June 15, 2021 at 9:30 A.M.

Respectfully submitted,

A handwritten signature in cursive script that reads "Billie Jo Ashcraft". The signature is written in black ink and is positioned above the printed name.

Billie Jo Ashcraft