

OWEN COUNTY PUBLIC LIBRARY BOARD MEETING MINUTES

The Owen County Library Board of Trustees met in regular session on May 17, 2022.

Call to Order

President Wes Petzinger called the meeting to order at 9:40 am. Attendants to this meeting were Wes Petzinger, Rachel Cobb, Sam Taylor, Mimi Quiroz and Library Director Cyndi Clifton.

Approval of minutes

Trustee Petzinger made the motion to approve the minutes from April 2022, trustee Sam Taylor seconded. All voted aye.

Public Comment

There were no public comments.

Financial Reports and Disbursements

The general operating account, the reconciliation detail, as well as the credit card reconciliation were revised. The expenses are the same, the revenues are up compared to last year. On the Credit Reconciliation the outstanding is an Apple charge for 4 iPad to go on the Juvenile Section and that money will be reimbursed from the ARPA Grant. On the Tax Revenue we have not met our budget.

Trustee Petzinger made the motion to approve the Financial Report, Trustee Cobb seconded. All voted aye.

Library Statistics

On the Library Statistics we have a new spreadsheet report, for June 2022 we had 2428 patrons that used all Library services. 35 programs were held with 700 participants. Public computer users 335. The website had 1085 hits. Check Ins/Outs and renewals totaled 5132.

Regional Librarian Report KDLA

This month's KDLA topics are the Summer Reading Sweepstakes; Application to host Smithsonian Spark and Trustee Orientation via Zoom on June 2nd. 2022.

Librarian's Report

Library Director Clifton reported that the Bookmobile will have its first event at Bowling Middle School for Summer School. A Hot Spot from Verizon for internet connectivity.

Summer Reading will start May 26 until July 14, 2022.

Resumes for Children's Programmer position had been received and the chosen candidate will start July 1st. 2022. Once Susan retires there will be a vacancy in the Outreach Department that will need to be filled. This is a part time position.

The Owen County Judge Executive and Magistrates appointed Rachel Cobb for her second term and Glen Manns as a new trustee starting July 1st. 2022.

Business Items:

Bookmobile Librarian Job Description:

Cyndi Clifton is planning to transitioning the Outreach Department as two-pronged, she is proposing a Bookmobile Librarian and Outreach Librarian instead of having an Outreach Librarian and Assistant. Jobs description were attached.

A motion to approve the two new positions proposed by Cyndi Clifton was made by trustee Wes Petzinger and seconded by trustee Sam Taylor all voted aye.

Budget:

The Budget for next fiscal year was discussed, at this time the OCPL has more money than expenses predicted for 2021-22. Librarian Cyndi Clifton is proposing to add new items for next fiscal year 2022-23 that will benefit the OCPL. She met with Accountant Kelley Gamble to check if there was enough revenue to cover the expenses she is proposing. Below are some items that were added to the new 2022-23 Fiscal Year Budget to be approved.

Get Quotes for new pesticide company.

LibSynergy suggested to have a new malware software installed named Deep Freeze.

New server and two new battery back-up units and repurposed the old server.

Capital Outlay – Led lights, Bookmobile modifications, Copy Machine, Digital Newspapers and Security Cameras system Upgrade with new software and firmware.

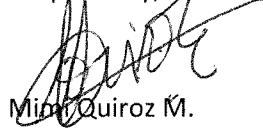
The board will review this item next month.

Trustee Cobb made the motion to approve an increase of 4% to the OCPL staff for the next fiscal year Trustee Petzinger seconded it, all voted aye.

Trustee Petzinger made the motion to adjourn at 11:24 am and trustee Taylor seconded. All voted aye.

The next schedule meeting will be June 21, 2022 at 9:30 am at the Owen County Public Library.

Respectfully,



Miriam Quiroz M.