

OWEN COUNTY PUBLIC LIBRARY BOARD MEETING MINUTES

The Owen County Library Board of Trustees met in special session on March 11, 2023.

Call to Order

President Wes Petzinger called the meeting to order at 9:30 am. Attendants to this meeting were board members Wes Petzinger, Rachel Cobb, Glen Manns, Mark McMillan, Mimi Quiroz and Library Director Cyndi Clifton.

Approval of minutes

Trustee Petzinger made the motion to approve the minutes from February 2023 meeting, trustee Glen Manns seconded. All voted aye.

Public Comment

There were no public comments.

Financial Reports and Disbursements

The general operating account, the reconciliation detail were revised as well as the Credit Card Expenses for the Month. All expenses are consistent with the approved budget with nothing unusual.

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

Library Statistics

On the Library Statistics for February 2023, the library had 2,550 patrons that used all Library services. 55 programs were held with 1,024 participants. Public computer users 3,359. The website had 1,203 hits. Circulation totaled 18,075.

Regional Librarian Report KDLA

This month's KDLA topics are National Library Week on April 23 to 29, 2023. A DLG Portal training on April 11th. Something new is that KDLA does not need a copy of the UFIR.

Librarian's Report

Certificate of Deposit

As per the last month's library board's approval, the Cd that mature on March 6th, was renewed and \$100,000.00 was added to the balance. The rate for this CD is 3.96% for a term of 15 months. Another CD will mature in April and will be discussed in the business portion of our meeting.

Strategic Plan

The Strategic Plan is done and Employees have a detailed copy for the library goals for the next three years. Also, a summarized version of it was posted on the library website for public access.

Narcan at Library

The Health Department approached the library to request to keep Narcan available for library patrons. The board needs more information to discuss and make a decision.

Community Easter Egg Hunt and Story walk

This event sponsored by the Health Department will be on April 1st, and representatives from the library will set up a booth and collaborate with community and local partners.

Paws to Read may be back

This program was a huge success and spanned for many years. The kids read to therapy dogs and since returned from COVID it has been very difficult to find a person with dogs to whom kids could read. Lisa York has been working on this and she is making headway. Hopefully, by summer, Paws to Read will be back on the program calendar.

Business Items

1.- Financial discussion -

Another CD will be maturing April 14th. At last month's meeting we discuss about adding a \$ 100,000.00 to the balance and renew the certificate. A motion to approve the renewal of the Certificate of Deposit and the addition of \$100,000.00 to the balance from the library checking account (ending in -9120) was made by trustee Wes Petzinger and was seconded by trustee Mark McMillan. All voted aye.

2.- Trustee discussion -

The time is drawing near to recommend nominees for the seat that will be vacant on June 30th. Cyndi has received three applications for this position. Additionally on the same date President Wes Petzinger term will end and need to complete the necessary nomination process for him as well if he wishes to serve a second term. On April's board meeting will be the time to decide all these.

3.- Storm Damage discussion –

Roof Damage: As we know the library roof and trim boards are damage as result from the storm on March 3, 2023. The roof has been temporarily patched and Cyndi has met with the insurance adjuster, 70% of the roof is damage and needs to be repair, for that reason we need to get an entire new roof and all the cost will be cover by the insurance company. Since this an emergency and the roof needs to be repair immediately, we need to have a resolution to avoid the process of taking bids from several companies and delayed the work and prevent more damages to the library.

Trustee Rachel Cobb made a motion to pass a resolution and trustee Glen Manns seconded it, all voted aye.

Fascia Damage: All the trim boards were damage too with the storm and need to be repair.

Trustee Wes Petzinger made a motion to authorized Library Director Cyndi Clifton to make the decision on choosing the company to repair the fascia and was seconded by trustee Mark McMillan. All voted aye.

4.- Director Performance Review –

It is the time of year to review Library Director Cyndi Performance Review. After the board had a discussion about her performance and came to an agreement, trustee Glenn Manns made the motion to increase Cyndi's salary by 5.5% and trustee Rachel Cobb seconded it, all voted aye.

Trustee Wes Petzinger made the motion to adjourn at 10:56 am and trustee Rachel Cobb seconded. All voted aye.

The next schedule meeting will be April 18, 2023 at 9:30 am at the Owen County Public Library.

Respectfully,

Mimi Quiroz M.