

Call to Order

The meeting was called to order at 4:30 pm 1/14/22

Present:

Charlene Adams

Don Hopkins

Eva Journey

Jamie Frick

Mailey Brewer

Staff:

Megan Dazey, Library Director

Lagea Mull, Communications Specialist

Approval of 12/9/21 Minutes.

Date correction needed on Minutes, should be listed as 12/9 not 12/11

Discussion ensued about format of the Minutes.

Report of the Librarian:

Dazey went over the submitted report.

Short discussion ensued about the last time the furnace was looked at due to continued cold spots in the Library.

Fiscal Report:

In the absence of Neish, Dazey briefly went over the financial report. Noted that the charges for services were higher because of an upfront, start of the year charge for Springbrook. There is no further update yet about the property sale check. Hope to have an answer or a check at next month's meeting.

Statistical Report:

It was discovered that the attached spreadsheet was for the incorrect month. The correct numbers will be included in the packet for the February meeting. Circulation numbers have gone up over the November numbers. Brief discussion ensued about what would be needed for the library to add additional open hours. Per Dazey, the City Manager has stated that the circulation numbers would need to increase to justify more open hours. The Library Board was encouraged to come into the library and check more items out and to bring their friends.

Old Business:

The updates to the Policy Manual were approved by the City Council at their January 11th meeting. Discussion continued about changes needed to the manual with Hopkins adding that property owners in Sweet Home needed to be included in the resident library card category. It was decided that we will continue allowing this, because it isn't addressed one way or the other in the Manual (before or after the latest updates) and is something that has been happening for a number of years. Dazey would like the Policy Manual to be updated yearly, and we can explicitly add this in the 2022 year end update.

New Business:

Seeking ideas for necessary Capital Projects. Currently looking at a new double book drop and potentially a book bike. The current book drop only has a bin for books and not media, and can leak on occasion. Please let Megan know if you have any ideas for other potential projects.

Discussion ensued about a potential new circulation desk. The out of the box options are not great and staff nixed the idea after looking at the options. With potentially moving to a new building in a few years, it is not necessarily a place where we should currently invest money for something more custom. Brief discussion about if the current day and time worked for everyone for the Board meeting. It was decided to table the discussion until a new board member is appointed. At the 2/10/22 meeting we will continue the discussion about the Library being Fine Free after our three month trial period.

Adjournment:

Meeting adjourned at 5:16pm