

JEFFERSON PUBLIC LIBRARY BOARD MEETING MINUTES

July 13, 2022

PRESENT: Adams, Brown-Kurtz, Griffith, Pizano, Skretta, Stelse, Zinn, Library Director Anderson

ABSENT: City Council Liaison Teeter

Guests: none

Approve agenda: Skretta, Brown-Kurtz; unanimous

Approve/Correct Minutes from May and June 2022 meeting

May- Stelse, Griffith; unanimous

June- Zinn, Stelse; all others abstained due to absence

COMMENTS FROM PUBLIC/CORRESPONDENCE: Eagles Pathway Program sent a thank you card. Students volunteered twice a week during the school year. They did activities such as helping during story time and dusting.

FINANCE AND STATISTIC REPORTS: See handouts

Circulation is up 8% compared to June 2021.

There were 49 new library cards provided in June.

Expenses included \$2730 for six new computers.

Revenue was typical for this point in the year.

AUDIT BILLS:

Stelse made a motion to approve the June bills as follows:

Expenses:	\$ 9,384.54
Salaries:	27,435.28
Fringes:	7,477.38
TOTAL:	\$44,297.20

Bills were also reviewed by Skretta and Zinn.

Skretta seconded the motion.

Roll call vote: Adams-yes, Brown-Kurtz-yes, Griffith-yes, Pizano-yes, Skretta-yes, Stelse-yes, Zinn-yes

COMMITTEE REPORTS: none

FOUNDATION BUSINESS:

SCLS and Jefferson Community Foundation accounts saw another decrease.

DIRECTOR'S REPORT:

- a. Jefferson High School Soaring to Service Day

Landscaping was done at Heger Plaza.

Art Club completed the mural and added a bonus mural depicting Libraries are for Everyone.

SLP helped prepare for summer library activities.

- b. WiFi Access Point- ARPA Funds

Access was installed last week. Looking for signage to promote the outside WiFi. Will look at extending the coverage to include Rotary Park.

BUSINESS AND DISCUSSION:

- a. Election of Board Officers

Adams made a motion to keep the current slate of officers; Pizano- seconded; unanimous by roll call vote

b. Handrails Project Update

The company that was chosen in spring was no longer able to provide the labor.

Springfield's bid was \$10,554 to make the handrails (including materials and delivery).

Neal Weihert's bid was \$13,750 for the labor only.

Pizano made a motion to have Springfield make the handrails and have Weihert install the handrails.

Stelse seconded the motion; unanimous by roll call vote

NEW BUSINESS:

a. Strategic Planning

Director Anderson attended a workshop at Bridges re: Strategic Planning. JPL does not have a mission statement or a strategic plan. Director requested time in September or early October to meet with staff and board members to develop a mission statement and strategic plan (with 3-4 goals and associated tasks). Director will ask staff what dates work for them and then send the library board a doodle. She would like to have the plan ready for 2023.

b. City of Jefferson Employee Picnic

City employees and their families are invited to a picnic on August 11th from 4-7 p.m. A motion was made by Brown-Kurtz to close the library early that day to allow staff to attend. Seconded by Skretta; unanimous

c. Overdue Fines Free

Five of the eight Jefferson County libraries are fine-free.

Viewed a PowerPoint presentation by Director Anderson, which detailed the advantages of going fine-free. Exceptions to fine-free would include Lucky Day items, Hot Spots, Interlibrary loans, and Library of Things. The library would still charge for lost and damaged items.

Skretta made a motion to proceed with changing policy to be a fine-free library beginning September 1, 2022 (with a revised policy reviewed at the August board meeting).

Adams seconded the motion; unanimous

NEXT MEETING DATE: August 10, 2022

ADJOURNMENT: 7:35 p.m. (Griffith, Zinn; unanimous)