

JEFFERSON PUBLIC LIBRARY BOARD MEETING MINTUES

October 12, 2022

CALL to ORDER: 6:04pm

PRESENT: Adams, Condon, Griffith, Pizano, Stelse, Library Director Anderson

ABSENT: City Council Liaison Laurie Teeter

GUESTS: none

APPROVE AGENDA:

Moved by Adams; Seconded by Stelse; unanimous

APPROVE/CORRECT MINUTES of September 2022 meeting: moved by Pizano; seconded by Stelse; unanimous, with Condon abstaining due to absence from meeting

COMMENTS FROM PUBLIC/CORRESPONDENCE:

Julia and Melissa had a table at West Elementary's open house the beginning of the year- thank you postcard from West Literacy Committee.

STATISTIC REPORT AND FINANCE REPORTS:

See handouts. Fewer cardholders due to accounts through ILL. Those who had library fines but no activity for 3 years were dismissed.

AUDIT BILLS:

Motion was made by Condon to approve the September 2022 bills as follows:

Expenses:	9,823.66
Salaries:	28,023.78
Fringes:	8,095.27
TOTAL:	45,942.72

Seconded by Stelse; also reviewed by Adams.

Role call vote: Adams=yes, Condon=yes, Griffith=yes, Pizano=yes, Stelse=yes

COMMITTEE REPORTS: none

FOUNDATION BUSINESS:

SCLS and Jefferson Community Foundation accounts both saw a decrease in September 2022.

SCLS monthly report = September 2022 \$267,654.45

Jefferson Community Foundation = September 2022 \$214,110.21

DIRECTOR'S REPORT:

See handout. Handrail project will be done by next week. There are lots of exciting October events on the library calendar.

BUSINESS AND DISCUSSION:

-Self-Checkout Machines (Update): An order was placed for 2 self-checkout machines at a cost of \$12,994.02. A discussion was had regarding possibly fundraising towards a matching amount of \$5,000 from the Andy Didion personal foundation. A decision was made to take money out of the Lorena Bienfang Trust Fund.

FISCAL POLICY:

A. Fiscal Policy (Discussion): A \$2,000 limit was agreed upon for the new fiscal policy.

B. 2023 Holidays & Closings (Action): There are 11 paid holiday city hours for a total of 88 hrs. The library is open 3 of those. Employees will flex holiday time. Motion made by Stelse; seconded by Adams.

C. Credit Card (Discussion/Action): The option of a Premier Bank community card for 501-C3s was discussed. The card that carries rewards has a \$99 annual fee and % cash back up to \$110,000/ year. The library will start small with bills payable by CC. The board had questions on logistics of the due date. The board approved a no-annual fee CC for now, with the possibility of converting it into a rewards card in the future. Motion made by Adams; seconded by Condon.

NEXT MEETING: November 9, 2022

ADJOURN MEETING: 7:51 PM

Moved by Griffith; seconded by Stelse; unanimous.