

JEFFERSON PUBLIC LIBRARY BOARD MEETING MINUTES

September 13, 2023

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

ABSENT: Brown-Kurtz, Skretta, City Council Liaison Lynda Stone

Guests: Marissa B.

APPROVE AGENDA: Moved by Adams; seconded by Condon; unanimous

APPROVE/CORRECT MINUTES of August 2023; Moved by Stelse; seconded by Pizano; unanimous

COMMENTS FROM PUBLIC/CORRESPONDENCE: "Together at the Library" was a successful program. 415 participants in the reading portion, 877 program attendees. Bridges sponsored a few programs like Snake Discovery, and Hale o Malo.

STATISTIC REPORT AND FINANCE REPORTS:

See handouts. 33 new library cards were issued in August. Took a break from programming to prepare for fall. 4 outreach events, Goat Fest, Ready Kids for School, Fiesta Latina, and National Night Out. Friends of the Library paid for 3 new hot spots and a table and chairs.

AUDIT BILLS:

Motion made by Pizano to approve the August 2023 bills as follows:

Expenses:	7,347.61
Salaries:	30,712.21
Fringes:	9,824.57
TOTAL:	\$47,884.39

Seconded by Adams; also reviewed by Stelse.

Roll call vote: Adams- yes, Condon- yes, Griffith - yes, Pizano - yes, Stelse- yes.

COMMITTEE REPORTS: none

INVESTMENTS AND LIBRARY FUND: South Central Library System has \$305,455.57; Jefferson Community Foundation has \$233,551.51, Money Market \$41,891.08 Library Fund \$377,101.11.

DIRECTOR'S REPORT:

A. Programming and Outreach
Julia went to West Elementary. Gale Courses and Flipster will sunset December 31, 2023. Keeping Udemy.

B. Library Appointments

Rebecca Condon, School Representative (7/1/2024) - City approved at Last City Council Meeting.

- C. County Library Tax Exemption
Passed during 9/5/2023 City Council Meeting

Business and Discussion

- A. 2024 Budget (Informational)
Budget was submitted. Benefits increased 12%. Raises increased a little over \$50,000
- B. Jefferson County Health Department - Public Health Vending Machine (Action)
The Contract was signed. City ordinance of vending machines does not pertain to this vending machine.

Motion made by Adams to decline the Public Health Vending Machine; seconded by Pizano; unanimous

New Business:

- A. Public Computer, Internet, and Wi-Fi Acceptable Use Policy (First Review)
June of 2014 - last revised date. Added a purpose statement and headphone usage portion. Library's internet access is unfiltered. Under 18 can't use a guest pass - need parent permission for minors. Children 8 and under need parental supervision. Computer use is offered at 90 minutes but can be extended. A Consequences section has been added.
- B. Revision 2024-2028 Capital Improvement Plan (Informational/Action)
*See Handout.

Motion to approve 2024-2028 Capital Improvement Project & Equipment Replacement Plan for the Library as presented made by Stelse; seconded by Adams; unanimous

Pizano made a motion to go into closed session; seconded by Adams; unanimous.

Stelse made a motion to go back into open session; seconded by Pizano; unanimous.

Motion to approve the Adult Outreach and Programming Position from 80% to 100% effective January 1, 2024 made by Condon; seconded by Stelse

Roll call vote: Adams - yes, Condon - yes, Griffith - yes, Pizano - yes, Stelse - yes.

NEXT MEETING DATE: October 11, 2023

ADJOURN MEETING: 7:42p.m.

Moved by Stelse; Seconded by Adams; unanimous.