

Alice Baker Memorial Library Board of Trustees Meeting
Approved Minutes
March 9, 2020

The March 9, 2020 meeting of the Alice Baker Memorial Library Board of Trustees was called to order at 6:30 pm by Board President, Nancy Wilhelm. Present: N. Wilhelm, T. Burstein, B. Gunderson, D. Williams, D. Gordhamer, D. West, M. Rice and A. Chase, Director. Absent: I. Roberts and C. Shamsi. All joined in the Pledge of Allegiance.

Agenda: It was moved by Burstein, seconded by Gunderson that the agenda be approved as distributed. The motion passed.

Minutes: Feb. 8, 2020: It was moved by Gunderson, seconded by Burstein that the minutes of February 8, 2020 be approved as distributed. The motion passed

Consent Agenda: It was moved by Gunderson, seconded by Rice that the consent agenda be approved. The motion passed.

Village Representative's Report: M. Rice reported that the proposal for the closing Railroad St. was approved by the full commission. The Administrative Law Judge said that the village and town would pay for any needed signs and their upkeep.

Town Representative's Report: D. West reported that nothing is going on at the present time except maintenance. The joint grant application with Palmyra for Little Prairie Road has been granted.

Director's Report: February circulation is up over last year by 3.89%. January and February are up over last year by 8.36%. Overdrive numbers are good. The library was closed due to a water main break on Markham St. Four employees did stay and were able to accomplish quite a lot. She is contacting past donors for support during the summer reading program.

N. Wilhelm added that the library has received a grant from Citizens Bank. She also did a shout out to them for the way that they approach giving in the community. (D West arrived from another meeting,)

Other Business

Strategic Plan and SWOT: N. Wilhelm suggested that Opportunities, number 2, become number 4 and that use of I-pads become number 2. The term school closing should become school transition in both the opportunities and threats area. We should add quarterly staff meetings, surveys and targeted communications with the results of those surveys to the Strategic Plan. Since fewer of the staff have other jobs, the staff is now more flexible in their ability to schedule meetings.

FABLE: Wilhelm will contact FABLE and ask representatives to attend a future meeting.

Design on a Dime: Wilhelm has contacted tech and design school

Nancy has contacted tech and Design schools about working with the library to redesign our space. Burstein and Williams will work on this Committee.

Since voters in the Town will be lining up in the library during the spring election on April 7, we could do a simple survey at that time. We would need to survey town residents in another manner.

Bridges: Chase gave the report. Wilhelm, Burstein and Chase attended the retirement party for Connie Meyers. The March board meeting is Connie's last meeting and Karol's first meeting.

Annual Report for 2019 Circulation is down for 2019. There 3709 resident users, 837 non-residents with library cards, 4744 people attended programs, the library has 5.91 FTE library staff.

It was moved by Burstein, seconded by Gunderson to approve the allowable costs worksheet. The motion passed.

Bank Accounts: Chase is closing their Eagle office where the library operating account is located. It was moved by Burstein, seconded by Rice that Lynn Pepper, Irene Roberts and Nancy Wilhelm decide where the accounts should be moved. The motion passed.

Future Agenda Items: Gunderson would like to present the Director's Goals at the next meeting. FABLE will also be invited to attend.

It was moved by Burstein, seconded by Gordhamer that the meeting be adjourned. The meeting was adjourned at 7:48 pm.

Diane Williams
Secretary