

Harlan Community Library Board of Trustees--May 11, 2020

The Harlan Community Library Board of Trustees met on Monday May 11, 2020, at 5:25 p.m. in the Library meeting room.

Present: Deb Miller, Susan Finn, JoAnn Miller, Bill Early, and Tanya Bruck

Absent: Pam Meurer, Roger Ewert, and Dick Jones

Also Present: Director Amanda Brewer, Todd Argotzinger, Mike Kolbe, Gene Gettys, Deb Schechinger, and Lisa Hagemeyer

Vice President Bill Early called the meeting to order. JoAnn moved, seconded by Susan to approve the agenda as presented. The motion carried unanimously.

Conflicts of interest are to be stated if and when applicable. None were stated.

Deb moved, seconded by Susan, to approve the minutes from March 9th. The motion carried unanimously.

Director's report:

- During the COVID 19 closure, the library has continued to provide story times, Babies and Books, and readers' advisory videos on social media.
- Amanda is working on the Monogram Loves Kids Grant and a grant with the State Historical Society to microfilm and digitize.
- The library did not receive the 2020 Spring Community Foundation Grant for library seating.
- The library has issued digital library cards.
- The Summer Library Program will look different this year. Staff has created banners, and social media, newspaper, and radio advertisements to promote the program. Packets have been created for children and adults. The new Teen Book Club will participate via zoom and phone conversations.
- The book sale has been tentatively moved to August.
- 32,000 items are being analyzed for weeding and thus far 600 were removed.
- Digital book usage has increased during April.
- 800 packets for kids crafts are being sent to students through the school lunch program.
- There will be banners outside for the graduating seniors.
- Kathy Wilson and State Library of Iowa Kids First Conference checks have been voided and returned to City Hall.
- Bills were paid to Worthington Direct and Versare Solutions for the Teen Area Furniture.
- 83% of the year has passed, and 80.5% of the budget has been spent.

Motion by JoAnn, seconded by Deb to approve the bills the director has paid. Motion carried unanimously.

No committees met.

Old Business:

The technology service contract is up for renewal July 1st. The library would like to change service providers for several reasons as reviewed in previous meetings. Amanda is going to attempt to get a 30-day (month to month) contract rather than the annual subscription. There has been a delay in getting pricing information from other providers due to COVID-19.

New Business:

The board reviewed phase 2 of the reopening document. Motion by Deb, seconded by JoAnn to approve phase 2 of the reopening of the library. Motion carried unanimously.

There were no scholarship applications this year so there will not be an extra person for the summer. There has also been increased sanitation and time spent on paper packets for summer programming. As a result, Amanda is requesting seasonal help for approximately 100 hours.

Motion by Susan, seconded by JoAnn to approve the job description for seasonal employment. Motion carried unanimously.

Pam and Deb's terms are complete on June 30, 2020, and they have fulfilled their maximum terms.

Our next meeting will be June 8, 2020 at 5:15 p.m.

There being no further business, the meeting adjourned at 5:58 p.m.

Tanya Bruck, Secretary

These minutes are as recorded by the Secretary and are subject to Board approval at the next regular meeting.