

Harlan Community Library Board of Trustees--October 12, 2020

The Harlan Community Library Board of Trustees met on Monday October 12, 2020, at 5:20 p.m. in the Library meeting room.

Present: Susan Finn, Dan McElwain, Hope Chipman, Paul Simpson, Dick Jones, and Tanya Bruck

Absent: JoAnn Miller and Bill Early

Also Present: Director Amanda Brewer and Richard Petersen, City Council liaison

President Susan Finn called the meeting to order. Dick moved, seconded by Paul to approve the agenda as presented. The motion carried unanimously.

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

Dane moved, seconded by Hope, to approve the minutes from September 14th. The motion carried unanimously.

Director's report:

- Upcoming online programming includes Babies and Books, Story Time, Make and Take Tissue Pumpkin craft, Tech videos, Spooky Story Time, and Day of the Dead Zoom program.
- Upcoming in person activities include 5 O clock Somewhere Book Club.
- The library was selected to receive the Shelby Count Community Chest Grant for Large Print books.
- The library received \$2,400 from the Shelby County Community Foundation Grant for Take and Make Programming for kids and adults.
- Starting September 19th, the library will be open on Mondays and Fridays again. The library will open at 10 Monday - Friday to allow an hour to restock quarantined items.
- The search for a Circulation 1 Clerk is still happening.
- The Library Foundation met and is closely reviewing financial advisor companies for the best investment. They also approved the annual mailing and changed the Library Scholarship. The volunteering requirement was removed, and the scholarship was changed from one \$1,000 scholarship to two \$500 scholarships.
- There has been an increase in InterLibrary Loans since there is no charge.
- Fines and fees continue to be low compared to previous years.
- Foot traffic is starting to increase and be closer to what has been in the past. Circulation is also increasing.
- Acquisitions is down about 33% this fiscal year.
- 29 new patrons were added in September as part of National Library Card Sign Up month.
- 6th through 12th grade students are signing up for digital library cards.
- 25% of the year has passed, and 21.4% of the budget has been spent.

Motion by Dick, seconded by Hope to approve the bills the director has paid. Motion carried unanimously.

No committees met.

Old Business:

There was no old business.

New Business:

Motion by Dick, seconded by Paul to approve the hiring of McKenna Ewoldt and Abby Pearson as Circulation 2 Clerks. The motion carried unanimously.

Motion by Dan , seconded by Hope to recommend Roy Burkhalter to serve the remainder of Roger Ewert's term. The motion carried unanimously.

Motion by Hope, seconded by Paul to adopt Homebound Library Services Policy. The motion carried unanimously. There will be an article in the Newspaper to promote this program.

Our next meeting will be November 9, 2020 at 5:15 p.m.

There being no further business, the meeting adjourned at 5:47 p.m.

Tanya Bruck, Secretary

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