

Harlan Community Board of Trustees

Meeting Minutes for December 12, 2022

The Harlan Community Library Board of Trustees met on Monday, December 12, 2022 at 5:21 p.m. in the Library meeting room

Present: Tanya Bruck, Hope Chipman, Bill Early, Susan Finn, Dan McElwain, Andrew Sandquist, Paul Simpson, Elizabeth Schechinger
Absent: RJ Bielenberg - City Council Liaison, Roy Burkhalter, Connie Claussen
Also Present: Director Amanda Brewer

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

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

Dan moved, seconded by Bill, to approve the minutes from November. The motion carried unanimously.

Director's Report:

1. Programming
 - a. Youth – we had Lego night on the 1st and holiday card making on the 10th.
 - b. Family Fun is on the 15th and we will be making Pinecone Trees.
 - c. Book Signing with Niall Mahoney on the 22nd.
 - d. Adults – Murder Mystery was on the 8th, and Cocoa and Cards is the last week of December
2. Grants – NA
3. Board Education
 - a. Nothing new till 2023
4. The library will be closed on the 24 and 26th for Christmas and Dec 31st and 2nd of January for New Years.
5. Statistics –
 - a. Stats are trending normal and in many areas in an upward pattern.
6. Bills –
 - a. FMCTC – Phone system \$4214.07. Already approved by the Board.
 - b. 42% of the year has passed and we have used 40.6% of our budget
7. Staffing challenges
 - a. Holidays, sick time – everyone has been working well together.

Motion by Bill, seconded by Paul, to approve the bills the director has paid. Motion carried unanimously.

Committee Meetings:

1. None

Old Business:

1. None

New Business:

1. Library Director evaluation done. Motion by Bill, seconded by Dan, to approve the budgeted 1.5% increase in salary.
2. Resignation of Katie Orr. Position posted for several weeks, no viable candidates. Decision made to eliminate the position and adjust other employee's roles, hours and wages accordingly. Motion made by Bill and seconded by Tanya to approve Katie's resignation.

Our next meeting will be January 9, 2023 at 5:15 p.m.

There being no further business, the meeting adjourned at 5:35 p.m.

Hope Chipman, Secretary

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