

**Community District Library Board of Trustees**  
**Regular Board Meeting Minutes**  
**Perry Branch**  
**July 27, 2022**

**Opening**

The regular meeting of the Community District Library Board of Trustees was called to order at 7:02 p.m. on July 27, 2022, by Board Chair, J. Bowers. Followed by the Pledge of Allegiance.

**Present**

Judy Bowers, Geraldine Hagadon, Patty Fraser, Ann Voorhies, Karen Hornus and Maria Cuthbert.

Absent: Elaine Prine.

Also present: Jami Cromley, Linda Hudecek and Mike Tobias.

- **Approval of agenda:** Motion made by K. Hornus, to approve the agenda with changes, seconded P. Fraser. Motion accepted.
- **Approval of minutes:** Motion made by G. Hagadon to approve the June 22, 2022 regular minutes, seconded by A. Voorhies. Motion accepted.
- **Approval of payment of bills:** Motion to accept payment of bills made by A. Voorhies (checks #7803-7827) in the amount of \$22,948.95, seconded by G. Hagadon. Roll call. Motion accepted.
- **Approval of the monthly budget report:** Motion to accept report dated July 2022, made by K. Hornus and seconded by P. Fraser. Motion accepted.

**Citizen comments:** Mike Tobias commented on the completion to the renovations to the Perry Branch, and how the community will enjoy the changes.

**Communications Received:** None.

**Old Business:**

- Motion to approve payment for the Verizon June statement in the amount of \$ 3,387.64, using funds from the Reserve Account was made by G. Hagadon and seconded by A. Voorhies, with roll call, motion accepted. To be reimbursed through the Emergency Connectivity Grant.
- Motion for approval of payment to the First National Bank of Omaha in the amount of \$1147.95, for expenses for the Perry branch renovations, using funds from the O'Berry Account was made by A. Voorhies and seconded by K. Hornus, with roll call, motion accepted.

**New Business:**

- The 4<sup>th</sup> quarter Branch Status report was reviewed, circulation has shown an increase, from last year, along with patron visits. The number of in person programs have also increased and with numbers of patrons attending them. Electronic services and material inter-loans have shown an increase also. After coming out the Covid pandemic service disruptions the overall report was encouraging.

- Jami presented the Library Annual report, introducing a new format that shows the various how the library has preformed in 2021-22. She will be taking this report out to the various municipalities and cities with in the next few months, as schedules permit.
- Due to the Venice Township vacancy and the open Board Treasurer's position, Motion was made by K. Hornus to select Maria Cutbert to fill this position and seconded by G. Hagadon, motion carried. She will begin those duties before the next monthly meeting.

### **Directors Report:**

- A new branch manager for Morrice, Caroline Vincent will assume duties when she is finished with training the first week of August. Jeni Oliver will then begin the sub position filling in where needed.
- M.M.L.C. who has presented and booked the performers for the library's will be stepping back from this process, which will then fall to the individual libraries to do this process. Jami has given this task to Deb. Shaw, the Lennon Branch manager, to begin making those contacts to performers and setting dates and times, and placing this information in a calendar form for staff to view, and marketing to be set.
- New Maker Kits and Launchpads have been processed and are being sent out to the branches, along with lots of new title books.
- M.M.L.C. has provided the Employee Assistance Program and staff has been given the information for the services this program provides.
- Jami is researching a new phone that would encompass the whole library district, this may be a VOIP phone system through Verizon, which would eliminate having several different vendors for these services. Staff would be using an updated system to communicate.
- Now that the Perry branch renovations are done, Jami will be focusing on the other branches and giving them some upgrades. Corunna and Byron will have new young adult furniture by Fall.
- Summer Reading is ending August 2, this year has had a great response and staff are busy planning and preparing for Fall programs.

### **Board Comments:**

K. Hornus commented on the C.B.S. news piece that was done about the services and programs in today's libraries and how libraries are still a significant part of each community.

Adjournment: 7:51 p.m.

Recorded: L. Hudecek