

Dominy Memorial Library Board of Directors' Meeting
May 25, 2022

Vice President Kathy Popejoy called the meeting to order at 12:04 in the White Community Room of the library.

Members Present: Cindy Helmers, Jan Lancaster, Jim Munz, Kathy Popejoy, Ruth Teubel, John Tollensdorf, Marcia Walter, and Amanda Todd (Dan Robertson called in on phone.)

Members Absent: Gary Hofmann

April's minutes were approved after a motion by Cindy Helmers and a second by Jan Lancaster.

The financial report was approved after a motion by Marcia Walter and a second by Jan Lancaster after Ruth Teubel reported the library is in good standing financially as we approach the end of the fiscal year.

Director's Report

- Amanda reported the library has had a good recovery following Covid according to circulation and usage statistics.
- The upcoming and current programs were highlighted.
- It was noted the hiring process is underway for a Circulation Clerk following the resigning of Meghan Briscoe.
- Amanda reported the library had received \$25,000 from the Aldora L. Hextell estate.

Old Business

- **Renovation**--A discussion was held about updating, reorganizing, and reevaluating space planning in some areas of the library. Amanda expressed wanting to provide more space in the children's area as one example. She will seek out ideas for further discussion and will stay within a budget guideline, not to exceed \$25,000.
- **Board of Trustees Policies**--After a motion by Cindy Helmers and a second by John Tollensdorf, it was approved the Vice President be given the authorization to sign checks. Ruth will follow up with the bank to determine what is needed to have that authorization added.
- **Staffing**--It was discussed that staffing is needing consistency and a full-time person be hired with September as a target date. Amanda will evaluate the situation and make decisions accordingly.

New Business

- **Patron comments:** none
- **Board terms**--Gary Hoffman and Marcia Walter will be completing their term. Marcia indicated she is willing to serve another term. Amanda will check with Gary.
- **Non-Resident Fee 2023**--After a motion by Marcia Walter and a second by Jim Munz, it was approved to move the non-resident fee to \$85 per year.
- **Community Survey**--Amanda expressed a need to do a community survey to better determine the patrons' needs/wants for services provided by the library. A discussion was held and suggestions made of how to go about this. John Tollensdorf made a motion and Marcia Walter seconded for Amanda to move forward with the survey. The motion passed.
- **Memorial Bricks**--After a discussion, a motion was made by Cindy Helmers and a second by Jan Lancaster to increase the cost of memorial bricks. The new cost for the bricks will be \$50, \$100, or \$150 according to size. The motion was approved.
- **Computer Table**--A bid submitted by Avoca Ridge was presented for an adult computer table. The family of Jim Paternoster had requested the money given to the library in his memory be used for this. A discussion was held as the money given for the memorial did not meet the full cost of the bid. The board felt there were various funds available for payment of the difference but tabled a final decision of how to pay for that difference for a future meeting. Dan Robertson moved to accept the bid submitted so Avoca Ridge could get started with the computer table. John Tollensdorf seconded the motion. The motion was approved.

The meeting was adjourned at 1:00 p.m. after a motion by John Tollensdorf and a second by Cindy Helmers. The motion was carried.

Respectfully submitted,
Marcia Walter