

Alta Community Library Board Meeting Minutes April 13, 2023

1. Called to order at 5:16 pm. Present: Gigi Nelson, Jeri Kolpin, Bruce Hinkledey, Colleen Schwanz, and Tirzah Price. Absent: Natalie Bradburn, Anna Garcia, Anne Iehl.
2. Approve the Agenda—motion by Colleen, Jeri seconded, motion carried.
3. Approve the March minutes—motion by Bruce, Colleen seconded, motion carried.
4. Reviewed stats. Circulation continues to go up, particularly Teen, and high number of foot traffic thanks to the book fair. Tirzah did outreach in the elementary classrooms, so higher than usual number of classroom outreach.
5. Reviewed Revenue and Expenses—we are sitting comfortably with a bit of money to spend down before the end of the year, but Tirzah has that earmarked for summer reading programming supplies, performers, and speakers.
6. Reviewed April's bills. Bruce motions to approve, Jeri seconded, motion carried.

Old Business

7. Jeri Kolpin expressed a desire to step down from the board at the conclusion of her term in June. Tirzah reported that Natalie Bradburn would also like to step down in June, at the end of her term. The Board will have two open positions. Discussed two questionnaire options for potential new board members to fill out, and decided to go with the one Tirzah created because it had more info about what to expect for being on the board, and the board agreed that future members might appreciate that. Made one small correction to the wording of the questionnaire, and Colleen moved to accept the questionnaire, Jeri seconded, motion carried.

New Business

8. Director's Report: The copier will be replaced in June, and should save us about \$50 per month. Zach Freking-Smith requested a meeting between himself, Tirzah, and Denny Olhausen to discuss the technology in the library that the school owns. Denny asked the meeting be put off until the end of the year. The school is upgrading the phone systems, and it came to our attention that the school has been paying for the library's phone and fax lines. It isn't determined if/when that charge will be transferred to the library but Tirzah will follow up with Zach. The library was awarded a grant from Booklist for a 1-year subscription to their reader magazine. 50 copies will arrive each month starting in June. The library received a \$100 donation from a Texas resident with connections to the Alta area, Tirzah sent a thank you card. The Open Access and Direct State Aid Agreement signed for FY24. Correct router should arrive by May for installation.
9. Tirzah went over the programming plans for the SRP 2023, and pointed out how they tied in with the library's strategic plan in providing programming for teens and expanding programming for adults. Asked for permission to have staff on the clock for two after-hours events: Edgar Allan Poe performer on June 9th, and Family Movie on the Lawn, August 4th. Board is in favor.

10. Tirzah discussed the need for janitorial services starting the first week of June, as school will be out. Tirzah is in favor of not hiring an additional person, but would prefer to give the cleaning duties to Jersey so she could have some extra hours. Board is in favor.
11. Tirzah reported on various concerns that the board would like to touch base with superintendent on, including who pays the phone bill, the formation of policies on the school end regarding circulation and collection, and how the school plans to staff the library in the 23-24 school year. Tirzah does not think we can get a meeting until May or possibly June. The general consensus is that we will have to wait and see what the outcome is on a few administrative things, and when Denny's schedule opens up.
12. Next board meeting: May 11, 2023 at 5:15 pm.
13. Meeting adjourned 6:24 pm.

Submitted by Tirzah Price.