

Indian River Area Library

Board Minutes

March 21, 2023

The meeting was called to order at 3:30 March 21, 2023.

Present: Kathy Cole, Patty Hull, Jim Anglewicz, Elise Harrington, David Hill, Jill Sager, and Kelsey Rutkowski.

Guests: Karen Hill, Helen Miller, Christina Moutrie, Cathy Campbell, and Trudy Maves.

Public Comment on Agenda Items: Campbell inquired about the credit card and key issues from last month. Rutkowski is working with Jay Borisma on settling up a new card for the library. The key issue is resolved, just checking on maintenance and utility closet keys.

Approval of Agenda: Anglewicz motioned to approve the agenda with the addition of two items to New Business— E.) CD offer and F.) Board meetings change time or day to accommodate Rutkowski's meeting schedule. Hull seconded, and all AYE.

Approval of Minutes: Sager motioned to approve the February Minutes, Hull seconded, and all AYE.

Financial Report:

- A. Accept Monthly Expenses- Sager motioned to accept the monthly expenses, Hull seconded, and all AYE.
- B. Investment Update/CFNEM Statement- Anglewicz motioned to invest all or most of the 50,928.02 in a CD for 5.14%, Hull seconded, and all AYE. The CFNEM statement is now a two page statement.

Directors Report: Rutkowski reported that the Book Walk will begin in May and end at the end of October. Volunteers will be need to change out the pages. The Lions Club has donated a desktop electronic magnifier machine for low vision. The Kiwanis Club has donated leveled readers, Rutkowski will send a thank you note. A decision has been made about Patty Brown's chair, now waiting on tax-exempt status to order. A plaque will also be ordered for her from the Trophy Shop. The Snakes Alive program was a huge success with 220 people attending. Next time the library will partner with the school on this program.

Friends of the Library: Hill reported that on Tuesday, May 2, at 11:00, they will honor and thank Bob Schultz for his services to the Friends. The friends would like to hold a photo contest this summer for youths, young adults, and adults. The friend's fundraising will benefit the garden or makerspace. The friends will volunteer to help with swiping out the storybook pages at the Book Walk.

Old Business:

- A. Patty Brown Memorial- need to talk to a person about the grant before continuing.

- B. Intellectual Freedom Update- An update was given on the steps for the staff to address a concern.
- C. Non-resident Agreement- Koehler signed the new contract for the next year.
- D. Policies-Anglewicz motioned to approve the Financial Policy, Sager seconded, and all AYE. Anglewicz motioned to approve the Smoke Free Policy, Sager seconded, and all AYE. Anglewicz motioned to approve the updated HotSpot Policy, Sager seconded, and all AYE.

New Business:

- A. Snow Day/ Inclement Weather Pay- Anglewicz motioned that the part time employees that are scheduled to work on a day that the library closes due to an emergency, shall be paid for their scheduled hours, up to 4 emergency closure days. The board can revisit this policy if needed. Sager seconded, and all AYE. Anglewicz motioned that if the library closes early, the employee will be paid for their entire shift. Cole seconded, and all AYE.
- B. Carpet Cleaning Bid-Rutkowski will get more information.
- C. Portable Sink-Rutkowski will get a shipping quote and we will try to get another bid in the sink for plumbing only. Cole will contact M&M, Rutkowski will check on another and will report next month.
- D. Library Page-Will be discussed further next meeting.
- E. CD-already discussed.
- F. Library Board Meeting-Will discuss after Rutkowski goes to the Lions meeting.

Public Comment: Cathy Campbell suggested using tax money for the extra programs for the library and show the taxpayers how their money is being used. Check with the school about special event partnering if open. She also inquired about security cameras. Cathy suggested contacting Clair about harassment,etc.

Board Comment: Hill suggested to Rutkowski that she be sure to get the credit card limit that is needed for the library budget. Cole thanked all the visitors for attending the meeting.

Anglewicz motioned to adjourn at 5:55, Harrington seconded, and all AYE.