

## MILFORD PUBLIC LIBRARY BOARD MONTHLY MEETING

June 20, 2022

The Milford Public Library Board of Directors met with board members present: Oscar Hernandez, Clay Brooks, Mindy Brooks, Dee Kinney and Sally Cline. Carolyn Zimmerman and Katy Stoller were absent. Julie Frew was also present for the meeting.

After reviewing the minutes of the May board meeting, Sally made a motion to accept the minutes, Dee 2<sup>nd</sup> the motion, it was passed.

The May Financial Report was reviewed by the board. Dee made a motion to accept the report, Sally 2<sup>nd</sup> the motion, it was passed.

### LIBRARIANS REPORT –

- We were open 126 days in 2022 with 58 new patron cards issued.
- The adult department had 1 volunteer in April for a total of 8.25 hours.
- Interviewed one person for 2<sup>nd</sup> summer position but did not hire them. Giving Sam more hours
- Summer reading program information was dropped off to Milford school and new beginnings. Milford First Grade and Kindergarten classes visited and received information to sign up for library cards.
- Monthly financial reports for the state were reviewed in an all-day webinar. Budget cycle and 2022 legislation was discussed,
- \$520,126 was balance at end of 2021. So, budget for 2022 cannot be more than 150% of that amount. Budget for 2022 is \$344,927, which is 150.79%
- Summer reading club kickoff had a good turnout
- Knights of Columbus donated \$300 for SRC
- Scheline Auction brought in \$150 for SRC
- 3,537 materials were checked out in May
- Free lunch program is at Library Monday-Friday 11:30-12:15
- Mr. Newman donated \$500 and Mr. Haab donated \$100 for endowment fund
- Joe fixed email, 2 battery backups need charged.
- Guest storyteller came for first time.
- 120 kids signed up for SRC, 23 for teens
- Anna helping to send info to media each week.
- Pizza party on June 22 at noon, and foamzilla party following.
- Matthews painting is only painter that responded to come in and give quote.

A handwritten signature in black ink, appearing to read "Clay Brooks". The signature is written in a cursive style with a small superscript "1" at the end.

## COMMITTEE REPORTS

- Personnel – Nothing new
  - Clay Brooks
  - Mindy Brooks
  - Dee Kinney
  - Carolyn Zimmerman
  
- Facilities – Waiting for painting estimate
  - Clay Brooks
  - Carolyn Zimmerman
  - Sally Cline
  - Dee Kinney
  
- Computers – Server quote and new battery backups being quoted.
  - Clay Brooks
  - Oscar Hernandez
  - Katy Stoller
  - Mindy Brooks
  
- Finance – Nothing new
  - Clay Brooks
  - Katy Stoller
  - Oscar Hernandez
  - Mindy Brooks

## OLD BUSINESS

- ARPA reimbursement has been received.
- LIT supplemental distribution of \$2797 was received

## NEW BUSINESS

- Personnel committee will meet 30 minutes before next board meeting
- Julie's health insurance is going up \$383.27 per month. Need to add at least \$1500 to health insurance budget for 2023.
- Annual bill for internal fire protection sprinkler system from town was received. It was an increase.
- Estimate for new server, Microsoft Exchange server software is required. \$6,684.26 is total for Server and installation, software cost is TBD. Will be paid from LIRF. Mindy made a motion to approve the quote for the server and software required. Oscar 2<sup>nd</sup>, the motion was approved.
- Milford redevelopment Commission notified us that there is no "excess assessed value" that may be allocated to the overlapping taxing units.
- 2022 Circuit Breaker = \$482.56
- Dee's 1<sup>st</sup> term is up 7/31/22. Would like to serve 2<sup>nd</sup> term. Julie needs a letter from Dee requesting another term.
- Pending appeals were reviewed.

Dee made a motion to pay the bills, Mindy 2<sup>nd</sup>. The motion passed.

Mindy made a motion to adjourn the meeting at 6:02 it was 2<sup>nd</sup> by Dee and was passed.