

MILFORD PUBLIC LIBRARY BOARD Annual Budget MEETING

November 15, 2021

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

After reviewing the minutes of the October board meeting, Dee made a motion to accept the minutes, Sally 2nd the motion, it was passed.

The October Financial Report was reviewed by the board. Mindy made a motion to accept the report, Tina 2nd the motion, it was passed.

LIBRARIANS REPORT –

- We were open 255 days in 2021 with 96 new patron cards issued.
- The adult department had 1 volunteer in October for a total of 3 hours.
- Tricia doing virtual stories to go and story time
- Overdrive will not be supported, confirming date, have heard a few different.
- Will need new training for Libby for users making the switch from Overdrive.
- Friends sold their painting in a silent auction and gave the Library \$500. Being used for treat bags and crafts during November. 100 bags were put together.
- Airgood electric brought light bulbs.
- Surveys have gone out, giving 3 weeks for collection.
- Virtual program Wizard of Oz available all of November. Will do a holidays around the world program in December
- Streby and Mann shut off irrigation on October 26.
- R Yoder submitted bid for soffit repair, seemed very high. Getting another quote from Laverne Kaufman, have not received yet.
- Kathleen's last day was October 29.
- Staff in service November 9 was last for the year. Reviewed video for recognizing signs of abuse.
- Hired Marcia Baumgartner, she started November 3. Interviewed 2 more people. Gabrielle Flannery and another applicant.
- Jim Smiley picked up 2 year contract for parking lot snow.
- Wilson family will shovel sidewalks.
- Wireless grant application was finalized.
- Wireless Covid grant was used up.
- Joe came in and did troubleshooting. Adding 2 workstations for upstairs and cataloging for this year's budget. Part of long-range plan. Due to be delivered December 20, 2021.
- Evergreen will be upgraded over Thanksgiving.
- 1782 for budget was approved for amount requested.
- Just over 4,000 checkouts for Adult Services

- \$7,663.82 in Operating Income for October

COMMITTEE REPORTS

- Personnel –
- Facilities – Hole in soffit being looked at by Laverne Kaufman, still and open project
- Computers –
- Finance –

OLD BUSINESS

- Rough draft for Long Range Plan for 2022-2026
- 2022 Budget Submitted on October 20

NEW BUSINESS

- 2022 Salary Resolution – Tina made a motion to accept the recommended salary resolution as presented. Dee 2nd, and the motion was passed
- Bond renewal – Katy to continue as Treasurer
- Establish an American Rescue Plan Act (ARP) Grant Fund – resolution was made by Tina, 2nd by Sally. The resolution was passed.
- Result of Audit - Worker's Compensation Policy
- MPL endowment fund to be received for 2022 to be \$4530. Plan to reinvest.
- Dee made a motion for a one-time adjustment for everyone who worked at the library in 2021 – 1 week of pay for each person. Summer help \$200, sub \$200. Everyone else 29 hours, Julie 40 hours, Maureen also half of Janitor pay. \$3,938.54 total. Tina 2nd, the resolution was passed.
- Donations are being collected for the Food Pantry through December 18.

Dee made a motion to pay the bills, Mindy 2nd. The motion passed.

Dee made a motion to adjourn the meeting at 6:30 pm, it was 2nd by Tina and was passed.

Mindy Gray 12/20/21