

MILFORD PUBLIC LIBRARY BOARD MEETING

December 20, 2021

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

After reviewing the minutes of the November board meeting, Katy made a motion to accept the minutes, Tina 2nd the motion, it was passed.

The November Financial Report was reviewed by the board. Katy made a motion to accept the report, Sally 2nd the motion, it was passed.

LIBRARIANS REPORT –

- We were open 279 days in 2021 with 100 new patron cards issued.
- The adult department had 0 volunteer in November for a total of 0 hours.
- There was a good response to the plan survey, input was to work more with the schools
- Hired Gabrielle Flannery, she did not show up for work when scheduled.
- More digital books were ordered
- Evergreen update is still in progress, working out bugs in system.
- Gave out Thanksgiving crafts, over 100 bags were handed out
- Alarm went off November 22 at 5:30 am. No problem could be found. The same day, the phones were not working, elevator, fans, etc. were all out. Airgood came to check, said it was a NIPSCO problem, a message was left with them, they came to check and found a loose wire on pole.
- Weeding books in children and teen departments
- Certified list of employees was sent to county.
- Virtual Holidays around the World program in progress.
- Bonds were mailed to county recorder
- Watched "Capital Assets and Depreciation" webinar.
- Mars had 30 day check in. Likes working here, but will be leaving at end of December
- Webinar about summer reading club.
- Scheduled interview with Valerie Jeffery, she didn't show up
- New Indiana Digital Consortium webinar, attended, but not sure if Milford will participate. Need to decide by end of this year. More money goes to content, rather than admin costs. February 1 is tentative go-live date.
- Christmas bags were all handed out starting December 13
- 2022 dates are ready for Board approval.
- Christmas crafts are in the children's department this week
- Library is closed December 24-26 and December 31-January 2.
- Just over 3,700 checkouts for the month of November
- \$7,432.56 in Operating Income for November

Mindy Brooks 11/17/22

COMMITTEE REPORTS

- Personnel –
- Facilities – Hole in soffit – 2 bids have been received.
- Computers –
- Finance –

OLD BUSINESS

- Long Range Plan for 2022-2026 was sent out, needs to be submitted by year end.
 - Mission statement could be shortened
 - Mindy made a motion to adopt the Long Range Plan for 2022-2026. Tina 2nd, the motion was passed.
- Laverne Kaufman submitted bid for hole in soffit, comparison between the two bids was done. With either option, work will be done in spring. It was determined to sign with Laverne Kaufman with a motion from Tina, Sally 2nd, the motion was passed.

NEW BUSINESS

- End of year meeting is Monday, December 27 at 5:00. Sally will not be able to attend.
- The 2022 calendar for board meetings, pay dates and holidays/closing was approved. Katy made a motion to accept the dates as presented, Sally 2nd.
- The new Indiana Digital consortium was discussed, the cost is \$1,200 if 2010 census is used, \$3,000 if 2020 is used. It will be called the Indiana Digital Library, and will replace Overdrive and other resources. Overdrive was paid in October, so rate would have to be prorated for first year. Julie will verify rate and credit for Overdrive payment. Decision will be made when additional information is available.
- Sam will work until she goes back to school in early January
- Two new computers are being installed upstairs as replacements
- \$500 gift was made to the MPL Endowment Fund
- \$500 gift was made for children's programming

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

Tina made a motion to adjourn the meeting at 6:03 pm, it was 2nd by Sally and was passed.

Mindy ABry 1/17/22