

Library Board Meeting  
Brooks-Fennell Multi-Purpose Room  
Monday, June 28, 2021  
6:00 p.m.

Attendees: Patti Midkiff, Bonnie Freeman, Viki Hawkins, Donna Callender, Jo Chullino and Delbert Settles.  
Library Director Theresa Hawkins and Assistant Director Genevieve Hawkins. Absent: Bob Zagozda.  
Patti called the meeting to order.

Minutes: Bonnie made the motion to accept the minutes of the March 2021 meeting. Jo seconded. Motion passed.

Financial Report: Viki made the motion to approve the April and May city financial reports. Bonnie seconded. Motion passed.

Action on Bills: Board approved to pay Andre's Pro Cleaning invoice for \$1,500.00 which included window cleaning for \$300.00. Donna made the motion to pay Andre's Pro Cleaning quarterly. Jo seconded. Motion passed. Delbert and Donna approved submitted bills.

Librarian' Report: Viki made the motion to accept the report. Bonnie seconded. Motion passed.

	April Circulation
Magazine/Newspaper Circulation	25
Reference Questions	32
WIFI Usage	117
Computer Usage	64
Tech Help	6
New Cards	Adult – 3 Juvenile - 1
Patron Count	535
Circulation	385
Fontenelle Forest Pass	1
Lauritzen Garden Pass	1
Coffee Club	3 meetings/29Adults
Grab & Go	19 (Pre-school Story time)
Makerspace	2
Multi-Purpose Meetings	3 meetings/33 Adults
	May Circulation/Revenue Reports
Magazine/Newspaper Circulation	31
Reference Questions	23
WIFI Usage	95
Computer Usage	60
Tech Help	21
New Cards	Adult – 2 Juvenile - 1
Patron Count	571
Circulation	530
Fontenelle Forest Pass	3
Lauritzen Garden Pass	3
Coffee Club	3 meetings/31Adults
Grab & Go	13 (Pre-school Story time)
Multi-Purpose Meetings	2 meetings/6 Adults

There are 41 registered participants in the Summer Reading Program Grab & Go. As of June 23, 2021, there have been 337 books read, 92 worksheets and 30 crafts completed. Jeff Zdan remotely installed Office 365 Thursday morning. A yearly Microsoft fee will be included in the 22/23 library budget this fall.

The Pollinator Workshop on Saturday, June 12, 2021 had 33 adults and 12 children attending.

Unfinished Business: Library Open House – Postpone until Community Center grand opening.

Long Range Plan – Bonnie made the motion to adopt the 2021-2026 Long Range plan with discussed additions. Delbert seconded. Motion passed.

New Business: Community Center Update – Update for August meeting.

Transfer remaining library budget into CIP – Viki made the motion to transfer any remaining money in the library FY 20/21 budget into the library CIP fund for maintenance and upkeep of the library. Jo seconded. Motion passed.

There will be no July meeting – Next meeting will be August 30, 2021. Viki made the motion to adjourn. Bonnie seconded.  
Meeting adjourned 6:50 p.m.

Submitted

Viki Hawkins, Secretary

June 29, 2021