

Library Board Meeting
Brooks-Fennell Multi-Purpose Room
Monday, March 29, 2021
2:00 p.m.

Attendees: Bonnie Freeman, Viki Hawkins, Donna Callender and Bob Zagozda. Library Director Theresa Hawkins. Late: Delbert Settles. Absent: Patti Midkiff and Jo Chullino

Bonnie called the meeting to order.

Minutes: Bob made the motion to accept the minutes of the February 2021 meeting. Donna seconded. Motion passed.

Financial Report: Bob made the motion to accept the January 2021 city financial report. Viki seconded. Motion passed.

Action on Bills: Discussion on the damaged computer desks. Maintenance Supervisor ordered new tops. Maintenance Department should pay invoice for desks and Library will reimburse Maintenance Department back when new tops are installed without damage. Donna made the motion to approve all other bills. Bob seconded. Motion passed.

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

February Circulation/Revenue Reports

Magazine/Newspaper Circulation	37
Reference Questions	28
WIFI Usage	87
Computer Usage	76
Tech Help	25
Bridges	(Audio - 10, E-Book - 22, Magazine - 8 & Movie - 5)
Notary	2
New Cards	Adult – 1 Juvenile - 1
Patron Count	674
Circulation	369
Fontenelle Forest Pass	0
Lauritzen Garden Pass	3
Coffee Club	3 meetings/27Adults
Grab & Go	14
Makerspace	3
Multi-Purpose Meetings	2 meetings/21 Adults
Revenue	
Photo Copies	\$ 7.20
Computer Print-outs	\$29.65
Fax	\$14.00
Laminate	\$ 0.00
Donation (Library CIP)	\$23.25

Masks are no longer required in the library but there are signs asking that patrons please wear a mask while in the library.

Art Center Makerspace is available for use. Teens have been using the Teen Area after school.

E-mail notifications to Lauritzen Gardens, Fontenelle Forest, Durham Museum and the Omaha Henry Doorly Zoo about the library pass program. Have only heard back from Lauritzen Gardens and Fontenelle Forest.

Copier/Fax machine quit working. Technician from Bishop Equipment came and had to replace the hard drive and add newest software updates. Graph of most circulated books for 30-day period February 15 – March 15.

Unfinished Business: None

New Business: Change library board meetings back to 6:00 pm starting April 26, 2021 meeting. Delbert made the motion to accept the time change. Bob seconded. Motion passed.

Policy Updates – Bulletin Board/Display Policy and Weather/Emergency Closing Policy. Discussion on wording changes to both policies. Theresa will make changes as discussed for adoption.

Viki made the motion to adjourn. Delbert seconded. Meeting adjourned 2:50 p.m.

Submitted
Viki Hawkins, Secretary
March 29, 2021