

**Chadron Public Library
Board of Directors
MINUTES
April 3, 2018
Chadron Public Library Teen Room**

Members present: Drew Petersen, Robin Foulk, Robert Wahlstrom, and Lisette Bogner

Members absent: Annie Loutzenhiser (excused)

Guests present: Irene Brooks

Call to Order:

- President declared meeting open at 6:33 p.m.
- Acknowledged the posted Nebraska Open Meeting Act.

Public: No member of public was present for comment.

Consent Agenda:

1. Board meeting minutes – March 13, 2018
2. Executive Director report – March 2018
3. Library statistics reports – March 2018

Motion to approve the consent agenda by Robert Wahlstrom, seconded by Robin Foulk, motion carried.

Approval of Bills - March 2018:

Board reviewed bills presented by the Executive Director totaling \$2,926.98.

Motion by Robin Foulk to accept and to pay the bills for March of 2018 in the amount of \$2,926.98, seconded by Robin Foulk, motion carried.

Committee and Group Reports:

Friends of the Library Report: Regular meetings have been moved to the second Monday of the month. The election of officers is scheduled for May.

Foundation Committee Report: The joint Library Board and Library Foundation fundraising meeting was discussed. The Foundation voted on scholarships. Our Board needs to appoint a second member to the Foundation per the bylaws. The Foundation holds its regularly scheduled meetings on the 3rd Thursday of each month.

Renovation and Expansion Committee Report: Upcoming fundraising presentation will take place on April 23, 2018 at 6:00 pm at Country Kitchen.

Other Committee Reports: No reports.

Old Business:

1. Fur Trade Days 2018 – Two programs (Traditional Games of Lakota Children and Shaman Herbs) have been scheduled. A demonstration of lacrosse will also be held. The *Bald Mountain Rounders* will be playing.
2. Roof and Gutter Repairs – Mr. Lange cleaned up the gutters to resolve the water problems over the back door.

New Business:

1. Board Insurance Renewal – Time to renew the Board’s liability insurance with Gregory Insurance
 - a. Motion by Lisette Bogner directing the Executive Director to pursue renewal of the Library Board’s liability insurance, seconded by Robert Wahlstrom, carried.
2. Small Fence for Annex – Executive Director is planning on utilizing the Annex yard for gardening programs.
 - a. Motion by Robert Wahlstrom to give the Executive Director permission to construct a small fence as long as the City Manager, Greg Yanker, agrees and the quote is \$300 or less; seconded by Robin Foulk; carried.
3. New Sprinkler System – Old sprinkler system malfunctioned last August. The City Parks Department was asked to repair the yard sprinkler system for this upcoming summer. The Executive Director was advised by the City Parks official that we look for a third-party vendor and anticipate an estimated system repair or replacement cost of \$8,000-12,000. The Board asked the Executive Director to seek vendor quotes.
4. Budget FY 2018-2019 – The Executive Director presented the proposed annual Library Budget for 2018-2019 and explained additional priority requests. The priority requests proposed by the Executive Director include the following: 1) an additional part-time position (tasked with check-in/check-out and upstairs desk duties), 2) a pay increase for the children’s librarian (depending on the City’s comparative study), the adoption of a new intra-library system (estimated to cost approximately \$15,000), and a larger request for the building maintenance expense line item.

Executive Session: No executive session held.

Future/Other Items:

- Fundraising
- Sprinkler System

- Technology policy update

Adjourn: Board adjourned at 7:27 p.m.

Next Meetings: May 1, 2018 at 6:30 p.m. for the next regularly scheduled board meeting.

Minutes by *Lisette Bogner*

Date: April 11, 2018