

**Chadron Public Library
Board of Directors
MINUTES
August 9, 2018
Chadron Public Library Teen Room**

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

Members absent: None

Guests present: Irene Brooks, Friends' President

Call to Order:

- President declared meeting open at 6:30 p.m.
- Acknowledged the posted Nebraska Open Meeting Act.

Public: No member of the public present.

Consent Agenda:

1. Board meeting minutes – July 2018
2. Executive Director report – July 2018
3. Library statistics reports (Statistics July 2018 and Statistics Report FY 2017-2018) – July 2018

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

Approval of Bills - July 2018:

Board reviewed bills presented by the Executive Director totaling \$18,050.05.

Motion by Robert Wahlstrom to accept and to pay the bills for July of 2018 in the amount of \$18,050.05, seconded by Robin Foulk, motion carried unanimously.

Committee and Group Reports:

Friends of the Library Report: Friends' regular meetings start again next month. More shelving will be erected to accept the large amount of book donations received this summer. The next book sale dates are August 10 and 11, 2018.

Foundation Committee Report: Board president asked the Foundation to help with the library's upcoming budget shortfall in order to maintain its accreditation. The Foundation will look into whether a waiver of the Annex building rent could be considered a library donation that counts as a contribution to the budget for accreditation.

The Foundation will also consider providing monetary assistance with programs, materials and equipment in the amount of \$10,000.

Renovation and Expansion Committee Report: The Board discussed the current status of the building project.

Other Committee Reports: No reports.

Old Business:

1. Proposed Budget FY 2018-2019 – The 3rd draft revision of the proposed City budget for the library was reviewed.
2. Final Review of Job Descriptions - Board's suggested changes to the personnel descriptions were submitted to the city. The Board president, secretary, and Library Executive Director visited with the City Manager on July 24, 2018 to request changes to the personnel descriptions, salary ranges, and allocation of budget line items. The City Manager has not yet made the final decision about the Board's proposals. Board members will follow up with the City Manager.
3. Fur Trade Days Activities' Report – The “Stories Around the Fire Pit” 2018 Report was presented to the Board. Compared to last year's event, Friday's attendance numbers were down while Saturday and Sunday's attendance numbers were up. A total of \$2,005.63 was spent on the Fur Trade Days' programming budget with \$750.00 of grant income received to offset expenses. Based on the Report, Board members suggested that the Library explore the utilization of the Courthouse lawn next year, advertise the library programming in different venues, and request the Fur Trade Reloaded Committee to advertise the schedule with more lead time.

New Business:

1. Volunteers' Recognition – Irene Brooks, Friends' President, and the Executive Director are planning a luncheon at the Sandoz Center to recognize the exceptional service provided by the library volunteers. The Board members will be invited. The date has not been set.

Executive Session: No executive session was held.

Future/Other Items:

- Fundraising
- Technology policy update

Adjourn: Robert Wahlstrom made a motion to adjourn, seconded by Robin Foulk, carried unanimously. Board adjourned at 7:24 p.m.

Next Meeting: September 4, 2018 at 6:30 p.m. is the next regularly scheduled board meeting.

Minutes by *Lisette Bogner*

Date: August 11, 2018