

Minutes of the Fairbury Public Library Board
Wednesday April 5, 2023
7:00 pm
601 7th Street, Fairbury, NE 68352

1. The regular meeting of the Public Library Board of Trustees was called to order by President, Kristin Vaughn. Notice of this meeting was posted in advance in the Fairbury Journal News. The Open Meetings Act was posted in the room as required by law.

2. In addition to Kristin, LeAnn Krause, and Stan Smith, and Eric Borch. and Warner Krumme. Our director Debbie Aden was also present.

3. There were no comments from the public.

4. The March 1st minutes were reviewed. A motion was made by Eric that the minutes be approved as written. Stan seconded. Votes were as follows: Kristin, yes; Stan, yes; LeAnn, yes; Eric yes, and Warner, yes. Motion carried.

5. Director's Report:

Building:

- The building now has LED lighting! It was installed by Diller Electric late March, early April
- Still trying to reach Paul Schram to finish the pillar work on the Carnegie side
- Still working with the city to repair/replace the bike rack

City Business:

- Still do not have a City Administrator.

Library Events and Programming:

- Working on summer reading programs

Director Activities:

- Door count, computer users, and materials circulated have all increased since last month. Not sure why all of a sudden, but our Facebook page visits has dramatically increased.
- The potential number of people attending the monthly book discussion group is up to 22. I have divided the group into a Tuesday and Wednesday group.
- Created new "Document Retention Policy"
- Attended Advocacy Day March 3 in Lincoln
- Attended CASTL in Nelson March 24. The topic was "weeding your collection". Very timely as I have almost finished weeding the adult fiction.
- Inventory of the children's side is complete. Staff still working on adult fiction and non-fiction inventories.
- I have put the library on the list of the *WanderNebraska* program sites. See below for more information.
- I have contacted Nels Sorenson Jr. regarding a proposal to work up an official logo for us.

6. Bills in the amount of \$3,245.28 reviewed. A motion was made by Warner that the bills be approved. LeAnn seconded. Votes were as follows: LeAnn, yes; Stan, yes; Eric, yes; Warner, yes, and Kristin, yes. Motion carried.

7. Old Business: Board accreditation is finally complete. Debbie received an email confirming that. Our next time due will be 2026.

8. New Business: The board reviewed the Records Retention Policy. This is mainly for in house record keeping. Giving our director Debbie guidelines on what to keep and for how long, so she has a measure of consistency in what she keeps. She will add a Warranty Record line to keep track of warranties until expired. A motion was made by Eric that the policy be approved. Warner seconded. Votes were as follows: Kristin, yes; Stan, yes; LeAnn, yes; Eric yes, and Warner, yes. Motion carried. Debbie provided the board with a copy of the Five Year Plan of items to be maintained or improved both indoors and out at the library. The list was discussed and modified.

There is a CASTL meeting in Ashland on March 21st. Debbie Plans to attend the Spring PLTS meeting next Tuesday.

9. There was no further business. The next regular meeting will be held May3, 2023.

10. Meeting adjourned.

Respectfully submitted,

LeAnn Krause