

Minutes of the Fairbury Public Library Board

Wednesday January 9, 2019

7:00 pm

601 7th Street, Fairbury, NE 68352

The regular meeting of the Public Library Board of Trustees was called to order by president, Kristin Vaughn. Members present were LeAnn Krause, Stan Smith, and Warner Krumme, and Eric Borch. Our director Debbie Aden was also present.

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.

There were no comments from the public.

The December 5th minutes were reviewed. A motion was made by Stan that the minutes be approved as written. Warner seconded. Votes were as follows: LeAnn, yes; Warner, yes; Stan, yes; Kristin, yes; and Eric, yes. Motion carried.

The Director's Report:

Building:

- The dropped ceiling has been removed from the east room in the basement. The ceiling has been partially removed in the adjoining room and the hinges removed from the crawlspace door so Thrasher can have access and be able to give us a more comprehensive estimate for the vapor barrier.
- Thrasher came out to update the estimate. The crawl space under Linda's office is in good shape. There are some problems in the space under the front porch. All (3) of the steel beams are severely rusted. In time that could lead to cracking and sinking of the front porch. New beams and floor supports need to be installed. This doubled the original estimate for the project.
- Seibe's cleaned out the gutters. Any of the gutters that still drained underground were cut off at ground level and extensions attached to carry the water away from the building. Hopefully this will solve the peeling plaster in the children's SE room and the Children's Librarian's office.
- A couple of young girls made a mess in the women's restroom, getting mud everywhere including down the floor drain which caused it to back up. Petersen's had to be called to snake out the drain.
- A huge chunk of tuck pointing under the window in Linda's office has allowed enough moisture in that the plaster is cracked severely and breaking off the wall.

City Business:

- The library is budgeted for 40hrs/week for my two part time employees. Because Jess is now limited to 15 hours/week and Theresa to 10 (at least during the school year), I cannot utilize all those hours. So I met with Collin to request a third part time person to give a few hours a week and help fill in when needed, not to exceed 10 hours/week. He is taking my request to the Personnel Committee.

Library Events and Programming:

- An author presentation has been scheduled for February 28. He is a Lincoln author and his book is "Selfies with Sacajawea," chronicling the journey of Lewis and Clark from St. Louis to the Pacific Ocean.
- Charlotte Endorf is scheduled with her new program about Grace Snyder on October 15.

Workshop Updates:

- Attended CASTL in Auburn where we discussed a variety of topics (things I wish I had known...)

-Linda Miller and I attended an Apollo user workshop in Seward where we learned how to better utilize the functions of Apollo as well as other tips and tricks.

Director Activities:

- I received \$100 from Jane Campbell to sponsor books for the Storywalk. I didn't get a lot of feedback on the December book, but the January book is receiving a lot of sharing and comments

-Jess has informed me she is now "on disability" and is limited to 15 hours/week (she is normally not scheduled for that many on a regular basis). I have asked her for paperwork clarifying any work related restrictions, including hours allowed to work.

-I received notification that our "Community Response Action Plan" has been approved and the library is accredited at the silver level through December 31, 2021

-Began working on the annual Bibliostats report for the State

-I was contacted by a member of the Nebraska VR regarding placement of a disabled person at the library for 90 hours of job training. He is supposed to get back to me after the first of the year with more information.

-A woman, probably related to the two girls who made a mess in the women's room last week (see above), spent 25 min. sitting in the back stall of the women's room. I suspect drug use was involved. Signs were posted that if you were in the restroom for more than 5 min, someone would be in to check on your welfare. Linda and I looked around outside for any indication of drug use on Library property but did not find any. Signs were posted outside that the property was monitored by security cameras.

Bills in the amount of \$18,047.45 were reviewed. A motion was made by LeAnn that the bills be approved and paid as written. Warner seconded. Votes were as follows: LeAnn, yes; Warner, yes; Stan, yes; Kristin, yes; and Eric, yes. Motion carried.

Agenda Items:

1. Discussion and vote on the use of funds in the Capital Improvement line of the budget. Debbie is able to use those funds to do the needed repairs in the basement. The Foundation will pay 20% of the total bill of approximately \$12,600. There will be a 5% discount given by Thrasher's for getting the job booked in January. Would like to prevent the damage from getting any worse, and this much needs to be completed prior to any further basement work. Colin is putting a statement together to inform the city council about what will be happening at the library concerning the repairs. Stan made a motion to pay the balance of the repairs to keep the building from further damage. Warner seconded. Votes were as follows: LeAnn, yes; Warner, yes; Stan, yes; Kristin, yes; and Eric, yes. Motion carried.
2. Raising the cost of sending and receiving faxes was discussed. Debbie will collect more information on rates collected by other libraries and businesses to find an average. She will also monitor outgoing fax numbers so that she can compare them to the phone bill, to try to get an idea of the average cost of a fax. This item was tabled and will be revisited at a later date.
3. Debbie will be attending an upcoming CASTL meeting in Fairmont on January 24th.

There was no further discussion. The next regular board meeting will be held on February 6, 2019.

Meeting was adjourned.

Respectfully submitted,

LeAnn Krause