Minutes of the Fairbury Public Library Board

Wednesday, September 4, 2024

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 the president, Kristin Vaughn, members present were Sarah, LeAnn Krause, Stan Smith and Warner Krumme. Our director Debbie Aden was also present.

3.There were no comments from the public.

4.The August 7th minutes were reviewed. A motion was made by Warner that the minutes be approved as written. Stan seconded. Votes were as follows: LeAnn, yes; Warner, yes; Stan, yes: Kristin, yes; and Sarah, yes. Motion carried.

5.The Director's Report:
Technology:
-Three new computers purchased.
Library events and programming:
-Orphan Train program coming September 16.
-Lego club begins every other Wednesday in the fall after school.
-National Park Video Tour series will be the opposite Wednesdays in the afternoon
Director activities and other happenings:
-Attended Finance Committee meeting for preliminary 2024-2025 budget.
-Attended CASTL in Crete. Discussion centered around library advocacy
-As would be expected with the end of summer reading, and school starting, library visits, computer use, and material circulation has declined.
-Continued work on the library's 5-year re-accreditation and *Community Response Plan* update.
-Foundation quarterly meeting: Sharon Krueger's first term is up in December. She has agreed to stay on another term. Current slate of officers was elected again for next year. They discussed moving money from their money market into a short-term CD for better earning.

6.Bills in the amount of $8,688.10 were reviewed. A motion was made by Warner that the bills be approved and paid as written. Stan seconded. Votes were as follows: LeAnn, yes; Stan, yes; Warner, yes; Kristin, yes; and Sarah, yes. Motion carried.

7. Old Business: Accreditation. The committee has met three times to go over the information received. They have discussed what our community needs based on the responses from the surveys received back. A page will be added to our website that details housing and food bank information. There will also be a hard copy available at the library for staff to refer to and hand out. Debbie has the application finished and we should be at a silver level.

Debbie also discussed the library budget; she had no numbers to share this meeting but should have in time for the next meeting in October.

8. New Business: The board members reviewed the Library Disaster and emergency policy. Debbie made two small changes to the policy, eliminating taking the weather radio to the basement since cell phones now function as a weather radio. She also added that closings will be called in to the local radio station to get the word out as quickly as possible. A motion was made by LeAnn that the Disaster and Emergency Policy be updated with said changes. Warner seconded. Votes were as follows: LeAnn, yes; Stan, yes; Warner, yes; Kristin, yes; and Sarah, yes. Motion carried.

The board then reviewed the Library Finance Policy. A few changes were made including getting a proposed budget to the board members at the regular July board meeting, before it goes to the city. Debbie also spelled out exactly how the funds in the library are disbursed. These funds come from fines, fees, fax and copier charges, and that postage is subtracted from what goes to the city. For example, this will clearly explain where the money goes that is made from copies, and other money that comes into the library. A motion was made by Warner that the Financial Policy be updated with said changes. Stan seconded. Votes were as follows: LeAnn, yes; Stan, yes; Warner, yes; Kristin, yes; and Sarah, yes. Motion carried.

The Advocacy and Non-Discrimination, Anti-Harassment policies are not complete. A motion was made by Stan that these two policies be tabled until next month. Warner seconded. Votes were as follows: LeAnn, yes; Stan, yes; Warner, yes; Kristin, yes; and Sarah, yes. Motion carried.

The board reviewed the new Technology Plan. This is a new plan, with the exception of a typo, A motion was made by Stan that these two policies be tabled until next month. LeAnn seconded. Votes were as follows: LeAnn, yes; Stan, yes; Warner, yes; Kristin, yes; and Sarah, yes. Motion carried.

9. There was no further business. The next regular meeting will be held on October 2nd, 2024.

10. Meeting adjourned.

Respectfully submitted,

LeAnn Krause