

Adams County Library Board Minutes

Monday, December 19, 2022

(These minutes have not yet been approved by the Library Board of Trustees)

The meeting was called to order 2:00 p.m. by Marge Edwards, acting Board President. Members present: Edwards, Theim, Townsend, Peterson and Waugh (acting recording secretary). Excused, David. Also present: Erin Foley, Library Director, and Marylu Silka. Mary Nelson and Kyle Patterson per virtual attendance.

The meeting was properly announced. Motion to approve agenda by Townsend/Peterson. Motion carried.

There was no public input, but it is always appreciated.

Motion to approve the minutes. Waugh was not listed in November 2022 minutes as being excused. Motion to approve minutes as amended Theim/Peterson. Motion carried.

Bills were circulated for review and initials.

Motion to approve financial report by Peterson/Waugh. Motion carried.

Treasurer's Report for November:

Balance forward: 82,733.32; interest 21.73; Admin fees -97.19; realized gains/losses -1,871.42; unrealized gains/losses 6,484.91, balance 87,271.35. SCLS report is off by -.03 cents. Balance will be reconciled in January 2023.

Communications and reports: 59# of food was donated to the food pantry.

SCLS Report:

Nelson did not attend the SCLS meeting but noted Legislative Day will be on February 7, 2023.

Director's Report:

Foley reported the holds in the system were up by 2%, but the printout showed a loss. She will look into this and report back next month. Budget looks good.

Quick Notes:

- The Chocolate Affair is February 4, 2023. Posters are ordered, raffle tickets are available now at the library. Next Friends meeting will be January 17th.
- Giessel estate was to close December 17, 2022. Foley will keep the board updated of any news.
- Due to snow and cold weather, the library is being used by those who lost power.
- The library has been added to the County's business account. After all preorders are in, the library will be able to use Amazon along with the "smile" account from which the Friends of the Library will receive 0.5% of the funds.

Items for discussion and possible action:

- Approve nominees for Trustee terms expiring 12/31/2022. Motion made by Theim/Edwards to approve nominations for Dana Peterson and Barb Waugh. Motion carried. Nominations will be sent to County Board for final approval.
- Approve nominee for SCLS representative term expiring 12/31/2022. Motion made by Peterson/Waugh to approve nomination for Mary Nelson. Motion carried. Nomination will be sent to County Board for final approval.
- Library Service Plan discussion. Plan needs to be approved by end of 2023. Will be added to agenda each month for discussion.
- 2022 Annual Report satisfaction designation. This form must be signed before February 2023 before the Annual Report form is sent to the SCLS. As of this December 19th meeting the full library board approves this form.
- Bookmobile report. Discussion was done under the Director's Quick notes.

Identify possible items for future meetings.

- Foley will report back about increase of library holds.
- Library Service Plan discussion.
- Bookmobile report

Next meeting on January 16, 2023.

Respectfully submitted,
s/s Barbara Waugh,
Acting Recording Secretary