

## Adams County Library Board Minutes

Monday, July 17, 2023

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

The meeting was called to order 2:00 p.m. by Mary Nelson, Board President.

The meeting was properly announced.

Roll Call: Nelson, Edwards, Theim, Townsend and Waugh (acting recording secretary).

Also present, Erin Foley, Library Director and Judy Taft. Members present virtually: Peterson. Excused, David. On-line: Kyle Patterson and Cynthia Haggard.

Motion to approve agenda by Edwards/Theim. Motion carried.

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

Motion to approve the minutes by Townsend/Edwards. Motion carried.

Bills were circulated for review and initialed.

Motion to approve financial report by Theim/Townsend. Motion carried.

### **Treasurer's Report:**

Theim's report for June 2023: Balance forward 89,308.09; interest 567.71; Admin fees -102.76; unrealized gains/losses 2,693.35; balance 92,466.39. Also, discussed a possible donation from Friends of the Library, creating a letter to specify what the donation will be used for and will be put into the foundation fund. Next meeting in September.

**Communications and reports:** 103# of food was donated to the food pantry.

### **SCLS Report:**

Nelson did not attend. Agenda for June 22, 2023:

- 1) Approved midyear budget review
- 2) Approved 2024 Statutory resource services agreement (no change)
- 3) 2024 Supplementary services agreement (no change)
- 4) 2024 Technology services cost formula agreement (no change)

Reported that the Trustee Training will be available on-line July 21-25.

### **Director's Report:**

Foley reported the circulation is down 7%, common for summer months. The report is always available upon request.

### **Quick Notes:**

- Summer reading program is going well. Show groups include Zoozort and Hoop Elation shows and Miller & Mike Show on the 19<sup>th</sup>.
- Received 7 student applications for Library Aide position. Interviewing soon.
- SCLS's Network cutover went well. The library was closed Thursday-Saturday week of June 29-July 1. "Dongles" were provided by SCLS to use for check-outs. May keep them for any interruptions that may occur.

**Items for discussion and possible action:**

- Discuss 2024 Budget Preview: no increases will be made, discuss next month.
- Discuss Library Service Plan: Motioned by Edwards/Theim to approve the 10 year Goals and Implementation Strategies. Motion approved.
- August Book sale: Dates are Thursday, August 3<sup>rd</sup> 9-7, Friday, August 4<sup>th</sup> 9-3 (bag day). Wednesday, August 2<sup>nd</sup> is set up.

**Identify possible items for future meetings.**

- Book Sale Report
- Giessel Estate Report
- 2024 Budget Preview
- Bookmobile

Next meeting will be August 21, 2023.

Adjournment at 2:35 p.m.

Respectfully submitted,

s/s Barbara Waugh,  
Acting Recording Secretary