

Meeting Minutes of the Board of Trustees of the Baright Public Library
Date August 19, 2021, Baright Public Library

Attendees: Amanda Peña (Library Director), Tammy Aldrich (Trustee), Melanie Bloom (Trustee), Sharon Medina (Trustee) & Jim O'Donnell (Trustee)

- 1) **Call to order.** Meeting called to order by Melanie Bloom at 6:30pm.
- 2) **Acknowledgment of the Open Meeting Law.** Read by Melanie Bloom.
- 3) **Agenda Approval.** Tammy Aldrich moved to approve the agenda, and Jim O'Donnell seconded. The motion passed with the following trustees voting aye:
Tammy Aldrich, Melanie Bloom, Sharon Medina, and Jim O'Donnell.
- 4) **Approve minutes.** Tammy Aldrich moved to approve the minutes from the July 15, 2021 board meeting; Jim O'Donnell seconded. The motion passed with the following trustees voting aye:
Tammy Aldrich, Melanie Bloom, Sharon Medina, and Jim O'Donnell.
- 5) **Financial Report.** The board reviewed the financial report from July. There were no unusual expenses.
- 6) **Statistical Report.** The board reviewed the statistical report from July. Circulation as a whole was down 10.18% over June numbers. EReads and Database were up 1.39% and 3.40% respectively. Wi-Fi sessions are up 25%. Reserves/Holds were up by 15.63%, and Library cardholders increased 0.90%, but new cardholders declined by 88.71%. Deletions increased by 80%. There is limited use of meeting rooms, but increased use is expected over the next several months.
- 7) **Strategic Plan Report.**
 - a) *Provide educational and institutional support to the community for those lacking financial stability:*
 - i) Continue to provide educational and institutional support to the community for those lacking financial stability. The NEH grant is able to provide Inter-Library Loans free of charge to the Ralston library patrons for fiscal year 2020-2021.
 - ii) Continue to provide library cards to elementary school students.
 - iii) The Summer Reading Program was a success. Statistics were presented on the participant, age groups, and percentage of those completing the program that ran through July 31, 2021.
 - b) *Assist an aging population with appropriate services and programs:*
 - i) Continue to provide Inter-Library Loans free of charge allows us to continue to obtain books from around the country so our older residents won't have to travel in order to enjoy our services.
 - c) *Encourage a strong Ralston economy through promotion of Ralston as a place to live and do business.*

- i) Offer many programs to children, teens, and adults to promote a sense of community, including Out and About Storytime and Take-home crafts program. This program will run monthly.
- d) The Storywalk outdoor program at Wildwood Park continued through the month of August.

The Strategic Plan Review was discussed along with ideas for future plans.

8) **Building Maintenance Report.**

9) **Foundation Reports.**

- a) **Baright Public Library Foundation.**
- b) **Wiebe-Ralston Foundation.**

Jim O'Donnell provided an update from the meetings of the Library Foundation and the Wiebe-Ralston Foundation. Further clarification to come regarding Great Western Bank admin fees.

10) **Unfinished Business.** None

11) **New Business.** A job posting for the Youth Services Librarian vacancy was posted on the City of Ralston website. Candidates were interviewed and a candidate was extended an offer of employment.

12) **Public Comments.** No comment.

13) **Announcements.**

- a) The next board meeting will be held on September 15, 2021.

14) **Adjournment.** Tammy Aldrich moved to adjourn the meeting; Jim O'Donnell seconded. The motion passed with the following trustees voting aye:
Tammy Aldrich, Melanie Bloom, Sharon Medina, and Jim O'Donnell.
The meeting adjourned at 7:35 pm.