

Meeting Minutes of the Board of Trustees of the Baright Public Library
Date January 20, 2022, Baright Public Library

Attendees: Amanda Peña (Library Director), Tammy Aldrich (Trustee), Melanie Bloom (Trustee), Maureen Konwinski (Trustee), Sharon Medina (Trustee), Shannon Putney, Circulation Supervisor.

- 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.** Maureen Konwinski moved to approve the agenda and Sharon Medina seconded. The motion passed with the following trustees voting aye:
Tammy Aldrich, Melanie Bloom, Maureen Konwinski, Sharon Medina.
- 4) **Approve minutes.** Maureen Konwinski moved to approve the minutes from the November 18, 2021 board meeting; Tammy Aldrich seconded. The motion passed with the following trustees voting aye:
Tammy Aldrich, Melanie Bloom, Maureen Konwinski, Sharon Medina.
- 5) **Financial Report.** The board reviewed the financial report from November. There were no unusual expenses.
- 6) **Statistical Report.** The board reviewed the statistical report from November and December. After a decrease in numbers in November, there was a slight increase in December. Circulation as a whole was up 0.58% over November numbers, with increases in Adult, Children and Teen users. EReads was down in December by 1.35% over November numbers. Wi-Fi sessions increased slightly by 2.99% and website visits were up 1.85%. Library cardholders lost five card members but total cardholders increased by 6.74%. Deletions for December were 5, whereas November deletions were 33. There is limited use of meeting rooms, with 3 uses in December, and 36 users. Increased use is expected over the next several months.
- 7) **Strategic Plan Report.**
Library Services
 1. *Provide educational and institutional support to the community for those lacking financial stability:*
 - a. Our teen game night on Tuesdays is a success. Over 20 teens came to play board games, video games, and eat snacks. This looks to be a promising program to get teens using the library services.
 2. *Assist an aging population with appropriate services and programs:*
 - a. We met with AARP to discuss Ralston Library as a location for the free tax help in February 2022. The library was selected as a location for 2022.
 3. *Encourage a strong Ralston economy through promotion of Ralston as a place to live and do business.*

- a. The library held the Gingerbread House event and over 252 people participated in building a house. There was also a face painter and balloon maker. The Carell Winter Village was ready for display as well. Over 500 people came to participate.
- b. Noon Year's Eve was held on December 31, 2021. Over 75 children and adults participated.

Technology: The Self-Checkout machine was moved to a more visible area and has seen more usage.

Staff Development: Shannon Putney was added to our staff as Circulation Supervisor and started on December 6th.

8. Building Maintenance Report.

Our lighting project is still in the works as changes to the scope of the project will likely reduce the cost of updating and fixing the lights.

9. Foundation Reports

a. Baright Public Library Foundation.

The Foundation met on November 9th. The Foundation finalized a \$500 scholarship for tuition and \$300 for professional development. Staff members must be here a year to apply for them. There was no Foundation meeting in December.

b. Wiebe-Ralston Foundation.

Nothing to report.

10. Old Business. None

11. New Business. 2022 Board Schedule. Policies Chapter 5: Collection Development, Donation form revisions. Agenda/Action for October 2021 through December 2022 was discussed. Board members discussed ways to support library staff in the coming months for any and all projects and events.

12. Unfinished Business. None

13. Public Comments. No comment.

14. Announcements.

- a. The next board meeting will be held on February 17, 2022.

15. Adjournment. Maureen Konwinski moved to adjourn the meeting; Tammy Aldrich seconded.

The motion passed with the following trustees voting aye:

Tammy Aldrich, Melanie Bloom, Maureen Konwinski, Sharon Medina.

The meeting adjourned at 7:53

pm.