

Meeting Minutes of the Board of Trustees of the Baright Public Library  
Date September 15, 2021, Baright Public Library

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

- 1) **Call to order.** Meeting called to order by Tammy Aldrich at 6:43pm.
- 2) **Acknowledgment of the Open Meeting Law.** Read by Tammy Aldrich.
- 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, Sharon Medina, and Jim O'Donnell.
- 4) **Approve minutes.** Tammy Aldrich moved to approve the minutes from the August 19, 2021 board meeting; Jim O'Donnell seconded. The motion passed with the following trustees voting aye:  
Tammy Aldrich, Sharon Medina, and Jim O'Donnell.
- 5) **Financial Report.** The board reviewed the financial report from August. There were no unusual expenses.
- 6) **Statistical Report.** The board reviewed the statistical report from August. Circulation as a whole was down 28.7% over July numbers. EReads and Database were down 0.61% and 57.66% respectively. Wi-Fi sessions were down nearly 90%. Reserves/Holds were up by 21.6%, and Library cardholders increased 0.78%, but new cardholders declined by 19.23%. Deletions increased by 42.8%. 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 Storytime. This program will run monthly. Other youth programs to be determined by the new Youth Librarian.
- d) The Storywalk outdoor program at Wildwood Park continued through the month of August. The Storywalk program will continue until the end of October with a new story each week. The Out and About Fall storytimes will start on September 21<sup>st</sup> and run every Tuesday at 10 am at Ralston Park.

The Action 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 updates from the meetings of the Library Foundation and the Wiebe-Ralston Foundation. Further clarification to come regarding Great Western Bank admin fees.

10) **Old Business.** Youth Services Position.

11) **New Business.** Meet our new Youth Services Librarian, improvements to the Childrens's Room, and discuss Unattended Child Policy 10-2.

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

13) **Announcements.**

- a) The next board meeting will be held on October 21, 2021.

14) **Adjournment.** Jim O'Donnell moved to adjourn the meeting; Sharon Medina seconded. The motion passed with the following trustees voting aye: Tammy Aldrich, Sharon Medina, and Jim O'Donnell. The meeting adjourned at 7:10 pm.