

Meeting Minutes of the Board of Trustees of the Baright Public Library  
Date October 21, 2021, Baright Public Library

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

- 1) **Call to order.** Meeting called to order by Maureen Konwinski at 6:31pm.
- 2) **Acknowledgment of the Open Meeting Law.** Read by Maureen Konwinski.
- 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, and Jim O'Donnell.
- 4) **Approve minutes.** Tammy Aldrich moved to approve the minutes from the September 15, 2021 board meeting; Sharon Medina seconded. The motion passed with the following trustees voting aye:  
Tammy Aldrich, Melanie Bloom, Maureen Konwinski, Sharon Medina, and Jim O'Donnell.
- 5) **Financial Report.** The board reviewed the financial report from September. There were no unusual expenses.
- 6) **Statistical Report.** The board reviewed the statistical report from September. Circulation as a whole was down 21.6% over August numbers. EReads were down 9.2% and Database was only 20% of the previous month's number. Wi-Fi sessions increased 42.6%. Reserves/Holds were also only 1/3 of the previous month. Library cardholders increased 0.50%, but new cardholders declined by 33.3%. Deletions increased by 30.0%. There is limited use of meeting rooms, but increased use is expected over the next several months.
- 7) **Strategic Plan Report.**

Library Services

- 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) Started our Discover Storytime at Ralston Park at 10:30 every Tuesday. Started our weekly Storytime for the Tiny Rams preschool.
- 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 program will continue until the end of October with a new story each week. The Out and About Fall Storytime will start on September 21<sup>st</sup> and run every Tuesday at 10 am at Ralston Park.
- e) Started to accept new applications for Volunteers for the winter session.

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

8) **Building Maintenance Report.**

Reached out for bids on updating and fixing our lighting in the main part of the library and the front entryway.

9) **Foundation Reports.**

a) **Baright Public Library Foundation.**

b) **Wiebe-Ralston Foundation.**

The Foundation met on September 14<sup>th</sup>. They decided to cancel the used book sale in October with a tentative plan to have one in April 2022.

10) **Old Business.** Youth Services Position filled by Sara Scott. Adopted 21-22 Action Plan, Motion to approve by Sharon Medina, seconded by Maureen Konwinski.

11) **New Business.** Sara Scott started on August 31<sup>st</sup>. We have over 30 applicants for the Circulation Supervisor position that opened in September. Going Fine Free program will be discussed and voted on at the November 18<sup>th</sup> meeting. Eliminating fines starts with a Food for Fines program from November 1 through December 15. Donating one food item will eliminate \$4.00 in fines and fees.

12) **Unfinished Business.** Unattended Child Policy 10-2. Hold on policy changes for further review and discussion.

13) **Public Comments.** No comment.

14) **Announcements.**

- a) The next board meeting will be held on November 18, 2021.

15) **Adjournment.** Maureen Konwinski moved to adjourn the meeting; Sharon Medina seconded.

The motion passed with the following trustees voting aye:

Tammy Aldrich, Melanie Bloom, Maureen Konwinski, Sharon Medina, and Jim O'Donnell.

The meeting adjourned at 7:24 pm.