

**Chadron Public Library  
Board of Directors  
MINUTES  
February 4, 2020  
Chadron Public Library Teen Room**

**Members present:** Drew Petersen, Robin Foulk, Robert Wahlstrom, and Lisette Bogner

**Members absent:** John Coates (excused)

**Guests present:**

**Call to Order:**

- Drew Petersen declared meeting open at 6:30 p.m.
- Acknowledged the posted Nebraska Open Meeting Act.

**Public:** Four members of the public were present. Jane Drucker commented on her appreciation that both boards are working closely together.

In the future, the Board will allocate approximately 10 minutes for members of the public to comment. If a longer period is needed, public members will be encouraged to request a spot on the agenda.

**Consent Agenda:**

1. Board meeting minutes –January 2020
2. Librarian Report – January 2020
3. Library Statistics Reports – January 2020
  - a) Motion by Robert Wahlstrom to approve the consent agenda, seconded by Robin Foulk, motion carried unanimously.

**Approval of Bills – January 2020:**

1. Board reviewed bills presented by the Library Director.
  - a) Motion by Robin Foulk to accept and to pay the bills for January 2020 in the amount of \$3,013.29, seconded by Robert Wahlstrom, motion carried unanimously.

**Committee and Group Reports:**

**Friends of the Library Report** (Irene Brooks): The Friends are hosting *The Chocolate Tasting* on Friday from 2:00-4:00 pm along with the monthly book sale. A member (Bobby Ross) passed away recently so the Friends plan to create a remembrance plaque to commemorate past members.

**Chadron Public Library Foundation Report** (Drew Petersen): Irene Brooks was elected president of the Foundation. An in-depth discussion of the presentation to the City Council ensued. Drew requested Foundation members to offer ideas at the February Board meeting to help structure the City Council presentation. The City is asking for the Foundation's books for the current City audit. Attorney Amy Patras was hired to look into the request and counseled the Foundation to make the books available for the audit. Fortuitously, the Foundation can count this review as their annual audit which will save the entity auditing expenses as the Foundation will be providing its books to the city on an annual basis. The ballooning of funds and the lack of spending was also broached. Currently, the Foundation has approximately \$400,000. This savings can be justified in light of the future expansion. The rental properties have had some maintenance work done recently as well.

**Renovation and Expansion Committee Report:** The Board discussed presentation ideas for the City Council presentation scheduled for February 17, 2020. The focus should be hitting the highlights so everyone is on message. Dennis Humphries, our architect, will be in attendance to answer questions. The Board will be asking the City Council to pass a resolution of support for the expansion. Rossella Tesch and Roger Mays will create a PowerPoint presentation with talking points to guide the presenters. Daniel suggested emphasizing the advantages the community will experience with an expansion, e.g., added child, youth and adult programming, technology/internet availability, career planning, and resources to address social issues. Information packets for City Council members must be submitted by Tuesday, February 11<sup>th</sup>.

**Other Committee Reports:** No.

**Old Business:**

1. Adult Winter Reading Program 2020 Updates– 39 people have signed up for the program. The *Chocolate Tasting Party* will take place on Friday.
2. Re-accreditation Updates – The Board needs 20 hours of education and training to meet our accreditation requirements. The Nebraska Library Commission records our educational efforts.

**New Business:**

1. Possible Amnesty of Older Fines – We will offer an amnesty of all fines to our patrons on Friday, February 14, 2020 (Valentine's Day). A press release, flyers and a radio announcement will be used to promote the amnesty day.
2. Donations and Memorials – Library procedures for memorials and donations were discussed. Information/fact donation sheets will be provided to Chamberlain Chapel and the local attorneys' offices. The Board discussed adopting a donation/gift policy.
3. New Cabinets for Children's Room – We have eight extra drawers from the upstairs furniture renovation designated for DVD storage due to the modifications required. The library will order two cabinet pieces for these drawers.

4. Board Re-organization – Robert Wahlstrom moved to nominate Drew Petersen as President, John Coates as Vice-president and Lisette Leesch as Secretary; Robin Foulk seconded; carried unanimously.
5. Joining the Apollo consortium – The library director requested permission to join the Apollo consortium which should lower our annual fee for the Apollo software system we use and facilitate interlibrary loans among members.
  - a) Motion by Robert Wahlstrom to join the Apollo Consortium; Robin Foulk seconded; carried unanimously.

**Executive Session:** No executive session held.

**Future/Other Items:**

- Library Policy Manual Update

**Adjourn:** Robert Wahlstrom moved to adjourn at 7:56 pm, seconded by Drew Petersen, carried unanimously. Board adjourned at 7:56 p.m.

**Next Meeting:** March 3, 2020 at 6:30 p.m. is the next regularly scheduled board meeting. City Council meeting at 6:00 pm on Monday, February 17, 2020.

**Minutes by** *Lisette Bogner*

**Date:** February 13, 2020