

Regular Library Board Meeting

The meeting was called to order at 4:08 pm by McIntosh

Roll Call: Andrea Thomas, Marcy Andersen, Michelle McIntosh

Absent: Judy Taylor, and Ronda Haumann

Visitors: Dawn Bryant, Barb Bryant, Josephine Morris, Virgil Uhrmacher, and Ross Bryant

Motion was made by Thomas to excuse board members Judy Taylor and Ronda Haumann this was seconded by McIntosh. (Haumann arrived at 5:17 pm) Vote: Aye: Thomas, McIntosh, Andersen

The group read the Open Meetings Act Statement

Andersen asked the group if they would like the minutes if they would like her to read the minutes from the last meeting everyone stated that they had read them on their own.

A motion was made by Thomas to approve the agenda for December 17<sup>th</sup> meeting this was seconded by McIntosh. Vote: Aye: McIntosh, Andersen, Thomas

Thomas gave the treasurers report the library has received to date \$29, 087.05 from Federal Funding and from money received from the counties for services. We did not have the monthly expenditures from the County Clerk.

Bookmobile staff meeting. Computers were discussed and some of the laptops are having issues with connecting to the internet, virus out of date, and other issues. Thomas suggested getting Windows 10 installed on all the laptops. The board said that 2021 we will look at replacing some of the older laptops. Thomas did fix 1 of the laptops and said that she would look at the other ones. Things were discussed on how to make bookmobile services better, the board advised Dawn to contact Follett to see what it would cost for the bookmobile to be able to have a separate account through them so Dawn can see what books that the bookmobile has in its inventory. Bookmobile drivers oversee maintenance on bookmobile.

It was decided to advertise again for library/bookmobile help to use as a fill in, at this time it would not be a scheduled position. Thomas will get an ad submitted to the Thomas County newspaper and have it run through January 7<sup>th</sup>.

Handrail for the garage. Andersen reported to the board that she had talked to Darren Rinestine about the job and he was willing to install a handrail and fix the steps and would try to get to it before the first of the year. Andersen will contact him again to see what his time frame is

Dawn mentioned that some areas of the sidewalks are not level and could pose as a tripping hazard. Thomas will talk to Sheriff Gary Eng see what he can do to mark these areas with paint. Other repairs were brought up were downspouts, outdoor lighting, garage doors, etc. The board advised Dawn to

contact contractors in the area and have them come look at these issues and report back to the board. If the cost of repairing is under \$500 to have them fixed, if it is more than that it needs to be brought to the board first. Thomas made a sheet for Dawn of people to call if she has building/grounds issues, bookmobile maintenance issues, etc. for her to reach out to if needed.

Thomas reported that she reached out to Hinton's locks in North Platte again fixing the doors so that they are fire safe.

Library Director report. Dawn reported to the board that she has been going through and cleaning the books as they come in. She thought that the internet speed was slow, so she called Consolidated and they conducted a speed test. They could not find any issues with it. She reported that the library traffic has been very slow. Again, replacing some of the computers came up but we just purchased a new one a few months ago so we told her that we need to establish a rotation schedule. Dawn was also concerned about who had library keys, there is a key check out for all county buildings at the Thomas County Clerk's office. This list will be kept current. Dawn also brought up backing up the computers, Thomas advised her to purchase a thumb drive and to make a weekly schedule on backing up, cleaning, and defragmenting all the computers. Dawn reported that she has not yet talked to Ben Masten about coming to the library and updating the computers, but she will.

Thomas made a motion at 6:13 to go into executive session to discuss library director review Haumann seconded. Vote: Aye: Andersen, Haumann, Thomas, McIntosh. Dawn invited all guests to stay for her review.

The board came out of executive session at 7:10 pm

The board gave Dawn a copy of her review and asked her to look it over and write comments about our discussion items and due to time constraints would like to continue the review on January 7, 2021. At this time, we will also review that applications for the library/bookmobile applications.

A motion was made by Thomas to adjourn the meeting at 7:25, this was seconded by McIntosh. Vote: Aye: Haumann, Thomas, Andersen, McIntosh