

MILFORD PUBLIC LIBRARY BOARD MONTHLY MEETING

August 15, 2022

The Milford Public Library Board of Directors met with board members present: Clay Brooks, Dee Kinney, Carolyn Zimmerman, Katy Stoller. Sally Cline, Mindy Brooks and Oscar Hernandez were absent. Julie Frew, Director, was present for the meeting.

The board reviewed the minutes from the July Personnel committee meeting, a motion to accept the minutes was made by Katy, Dee 2nd. The motion was passed.

After reviewing the minutes of the July board meeting, Katy made a motion to accept the minutes, Dee 2nd the motion, it was passed.

The July Financial Report was reviewed by the board. Katy made a motion to accept the report, Carolyn 2nd the motion, it was passed.

LIBRARIANS REPORT –

- The library was open 177 days in 2022—88 new patron cards issued this year.
- There were three volunteers who worked 21.5 hours in July.
- Maria did Virtual ST with New Beginnings with 9 children, 2 adults and 2 devices
- SRP Week #6 promotional posters went out and the video was posted on our website
- July 22 was a big day!! Our Grand Finale Pizza Party and Foamzilla Party for everyone who had read at least five hours this summer. We had 15 teens; 59 children; 30 adults and 4 staff and five Knights of Columbus volunteers who ran the snow cone machine.
- Last day of SRP was July 23rd. For the week, we gave out 35 Preschool activity packets, 42 K-5 packets and 29 teen for a total of 97.
- Leeann Holmes from Selective Insurance met with Dan Woods (our agent) at 2:30pm to check out our building. Special interest was given to our indoor sprinkler system. They want to know when it was last inspected. Waiting to hear back from the town.
- Julie worked on the Selective Insurance Premium Audit Inquiry August 3rd. It's for Workman's Comp. insurance. Submitted it online. Called town hall regarding our indoor sprinkler. Trisha will check on any paperwork.
Julie worked on the 2023 budget in Gateway on the 8th. We are ready for meeting with Judy Robertson on Aug. 17th.
- Airgood Electric came with more light bulbs and changed the elevator lights and some can lights downstairs for us on the 9th.
- Joe was here on the 10th. He has delivered our new server. Can work on it remotely.
- Fall Story Time and Stories-to-Go begins Sept. 20th and 21st.
- All SRP expenses have come through and are being paid this month. I'm \$135.38 in the hole right now. The Friends still need to fulfill their \$1100 a year by giving \$488 more before the end of the year. We will have to purchase SRP stuff for 2023 before the end of this year if we want

to use the posters, etc. for the Adult Reading Club (begins 2 Jan., 2023). We paid \$840.81 for SRP 2022 Upstart order.

COMMITTEE REPORTS

- Personnel –
 - Clay Brooks
 - Mindy Brooks
 - Dee Kinney
 - Carolyn Zimmerman

- Facilities – Waiting for painting estimate
 - Clay Brooks
 - Carolyn Zimmerman
 - Sally Cline
 - Dee Kinney

- Computers – Server quote and new battery backups being quoted.
 - Clay Brooks
 - Oscar Hernandez
 - Katy Stoller
 - Mindy Brooks

- Finance – Nothing new
 - Clay Brooks
 - Katy Stoller
 - Oscar Hernandez
 - Mindy Brooks

OLD BUSINESS

- Dee's paperwork for 2nd term is complete – she took the oath for a new four year term.
- A+ painting gave a quote for 6 areas that need power washed and/or painted. Dee made a motion to hire them, Carolyn 2nd, the motion was passed
- The donated picnic tables from Polywood were picked up by Clay. He will assemble, move the bike rack and secure the tables.

NEW BUSINESS

- The Internet Acceptable use policy was reviewed. Carolyn made a motion to accept the policy without changes, Dee 2nd, the motion passed.
- The Kosciusko County Community foundation grant of \$4530 was deposited into the Gift Fund in March. The board voted to use \$530 of the grant for SRP costs for 2022 and supplies for 2023. The balance of \$4,000 will be reinvested into the endowment. Katy made a motion and Dee 2nd, the board approved.
- Other policies to be reviewed this year are: Unattended child(ren), Library meeting room, and reconsidering materials. The Board reviewed these policies and found no changes are needed.

Carolyn made a motion that the policies have been reviewed and do not need any changes; Dee seconded and the motion was approved by all.

Dee made a motion to pay the bills, Carolyn 2nd. The motion passed.

Dee made a motion to adjourn the meeting, it was seconded by Carolyn and was passed.

Cheryl Spunk
President