

MILFORD PUBLIC LIBRARY BOARD MEETING

February 15, 2021

The Milford Public Library Board of Directors met with board members present: Clay Brooks, Tina Ervin, Sally Cline, Mindy Brooks, Katy Stoller, Dee Kinney and Caroline Zimmerman. Library Director, Julie Frew, was also present for the meeting.

After reviewing the minutes of the January board meetings for the regular meeting and Annual Board of Finance meeting, Dee made a motion to accept the minutes, Caroline 2nd the motion, it was passed.

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

LIBRARIANS REPORT –

- We were open 25 days in 2021 with 8 new patron cards issued.
- The adult department had 1 volunteer in January for a total of 2.75 hours

COMMITTEE REPORTS

- Personnel – The Director Search committee will reconvene to determine position requirements, posting process and Educational certification needs. Tina will join this committee.
- Facilities - none
- Computers – none
- Finance – none

OLD BUSINESS

- The 2021 budget order was received January 4, 2021. We received the amount requested
- New hire interviews started mid-January.
- 5 selected for interviews, one did not show, one took another job, three were interviewed. None worked out. Will advertise again in a month or so.
- Adult reading club - Chew toy for animal welfare league and bird house projects
- Joe found melted material in brain room, Foyle was called, could not find any problems. Something hot smelled next day, shut off and had Foyle's visit again, still no problem found. Scott was the one sent.
- All reports for 2020 were completed
- Evergreen transition – Ruth Fraser – numbers sent on February 2. Report due March 1. Got revised numbers 3 times in February before final report was submitted.
- ILF institutional membership in vouchers this month

- 8 pet picture entries – friends donated \$300 for this and other ARC prizes.
- Virtual story time restarted in February
- In service – staff social committee, summer reading club and job descriptions were discussed. Will revise job descriptions based on interests and talents. Newsletter was a big item of discussion. Will be replaced with more social media activity – daily postings on Facebook, investigating other options, like Instagram. Improve web site and social media to get more attention for Library.
- Summer reading club – Tales & Tails is the theme, so concentrating on folk tales, music, art that includes this. Teens are hard, will do a weekly activity instead of daily activities. Brag tag necklaces are popular.
- Joe has wireless system together, needs one switch to work on both sides of building. New instructions for staff to help users re-register for new system.
- Offering monthly teen zoom meeting, no one coming yet.
- Adult bingo in spring if COVID continues to improve. Friends to be asked to support.
- Adult services numbers are up.
- Children’s report had 7 for the virtual lego club.

COMMITTEE REPORTS

- Personnel – Tina has gathered some info for Director requirements, committee will meet later in year to review.
- Facilities – none
- Computer – none
- Finance - none

OLD BUSINESS

- Katy and Julie are bonded for 2021.
- Theresa Cline was interested in doing outside flowers, but now not interested. Need to find someone before spring.
- Board members to critique web site and offer feedback

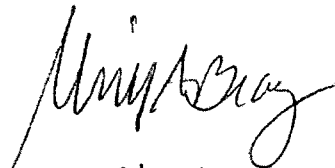
NEW BUSINESS

- Submitted ISL Annual report on Feb. 5
 - o 4740 total residents
 - o .06xxx tax rate
 - o 10.6% collection development expenditure
 - o 2266 loans from other libraries
 - o 1137 items loaned to other libraries
 - o 30,372 physical + 8,271 digital = 38,643 items circulated in 2020
 - o 75,774 e-book titles available
 - o 2,955 audio books on CD

- 62 magazine subscriptions
- Katy submitted AFR on Feb 9
- Resolution to establish non-resident fees for 2021 – \$60 no change needed. Tina made a motion to keep at \$60, Caroline 2nd, motion was passed.
- Long Range plan for 2021 – will work on/discuss priorities --
 - Work on outside of building – painting, railings, steps, etc.
 - Front steps have heating element in them and are very steep.
 - Technology upgrades
- Friends made a \$500 donation for MPL Endowment Fund
- Renewing Wowbrary for 2nd year for \$375. Goal of 200 registered users.
- Cho Rok investors club made a \$200 donation to be used as needed.

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

Tina made a motion to adjourn the meeting at 6:07 pm, it was 2nd by Sally and was passed.


3/15/21