Minutes: Meeting of Abilene Public Library Board November 10, 2020

Roll call

Present	Absent
Wendy Moulton	Cindy Montgomery
Carri McMahon	Chris Ostermann, mayor
Marilyn Holt	Sandy Foltz
Amanda Cormack	
Sheila Biggs	
Elly Cauthon	
Kara Cromwell	
Sheryl Davidson	

Meeting called to order by president Sheila Biggs.

Motion to approve financial report and minutes of last meeting made by Marilyn Holt; seconded, Amanda Cormack; approved.

Correspondence: Statement from Community Foundation of Dickinson County regarding library fund which shows an ending balance of $1,214,479.71 with $20,316 available for withdraw.

Director's Report. See Wendy's Report.

Children and Teen Services: See Sheryl's Report.

Action Items:

1. Request to authorize an increase of $200 to amount already approved for expenditure to High Plains Communications for telephone/communications upgrades. Motion to approve $200 expenditure made by Elly Cauthon; seconded, Carri McMahon; approved.

2. Technology Plan for 2021-2024. No action taken on plan submitted by library director. She stated that after reviewing the plan, it needs small changes with input from technology librarian. A finalized version will be submitted for approval at next month's meeting.

3. NCKLS Grant applications. The technology grant will replace two computers, but since the library's portion of the grant is $319.62, board does not need to approve payment of items less than $1,000. However, the library's portion of $1513.79 for display shelving requires board approval for disbursement of funds. Motion to approve payment on shelving made by Amanda Cormack; seconded, Elly Cauthon; approved.

4. Library hours. Library director proposed closing library at 5:30 p.m., Monday-Friday, due to low, almost non-existent, patron usage in late afternoon, early evening. Saturday hours would remain the same. Discussion followed regarding the permanence of keeping these hours and if they would be returned to current times next spring and/or summer. Motion made to close library at 5:30 p.m., Monday-Friday, with Saturday hours remaining same; this would go into effect on December 1, 2020, and be reevaluated no later than 6 months from that date. Motion made by Elly Cauthon; seconded, Carri McMahon; approved.

Discussion Items:

1. Library director stated that there is money in the budget to give all library staff a step up in pay raise. Discussion focused on the step-up increase versus giving staff a one-time bonus. If it was to be a bonus, would years in service, full or part-time, etc. be considerations? And, if it was to be a step-up in salaries, how would this affect the 2021 approved budget? Other than using budgeted funds, the possibility of using monies available from Community Foundation fund was also mentioned. It was agreed that staff deserves some tangible, monetary form of appreciation, but no action was taken. The topic will be revisited at next meeting.

2. Library Director evaluations. Sheila Biggs reminded board members to return their evaluations to her by November 23, 2020.

Motion to adjourn made by Marilyn Holt; seconded, Amanda Cormack; approved.

Next regular meeting is December 8, 2020

Submitted, Marilyn Holt, November 11, 2020

Marilyn Holt