

Notice of this meeting was given in advance with a legal notice posted at the Bridgeport Post Office, Sonny's Grocery, and the Public Library. An agenda was delivered to each board member and to the city office.

Meeting was called to order on January 4, 2022, at 5:28 pm. Roll call was taken. Members present: Thomas Millette, Chuck Murrell, Katie Bates, Rhea Basa Absent: Amanda Reilly

Also present: Library Director Melissa Butler.

Chair Bates announced: "In accordance with Section 84-1412 of the Nebraska Revised Statutes, a copy of the Open Meeting Act is available for review and is posted in the meeting room."

Minutes of the December 2021 meeting were presented. Motion by Basa, second by Murrell to approve the minutes. Ayes: Bates, Millette, Rhea, Murrell Nays: None. Absent: Reilly. Motion carried.

Bills were presented. Bates asked about the expenditure in maintenance on the heater and how going in the negative will be handled. Butler said she assumed other areas in which we have a positive balance at the end of the year will likely cover those overages. The repair process on the heater was set into motion prior to Butler's start. Millette asked Butler about the price of the Star Herald because it seemed abnormally high. Butler said it is not much higher than the previous year. Murrell suggested calling the following year and refusing to pay the increase. Butler will call and see if she can get the subscription price lowered. Motion by Murrell, seconded by Millette, to approve the bills. Ayes: Millette, Reilly, Basa, Murrell. Nays: None. Absent: Reilly. Motion carried.

OLD BUSINESS

Butler informed the board the Maintenance Agreement for the copier/printer discussed in the November meeting could be expected to be good for 9-12 years, with a possible increase from \$22.50 to \$25.00 in that time. After some discussion on what other items the library could purchase with ARPA funds, Millette moved to purchase the copier/printer to replace the obsolete copier in the amount of \$3326.87 with a maintenance agreement of \$22.50 per month. Murrell seconded. Ayes: Murrell, Bates, Basa, Millette. Nays: None. Absent: Reilly. Motion carried.

The inventory is not complete while Butler and employees continue organizing and finding "lost/missing" books. Butler assured the board they will have it complete before the next meeting. Butler stated the library will not need to close for inventory next year, as the software they use allows the staff to do small sections at a time and will be less disruptive than a closure.

A January newsletter was available for board members. Butler will send a copy home with all elementary students. Murrell asked about the cost of sending the newsletter via the postal service. Butler said it would cost about \$100 per month and would not be within the budget. Basa suggested paying a one-time \$15 fee to have Facebook promote the newsletter.

Butler told board members they have until midsummer to complete the necessary 20 credits for certification, not mid-February as she had stated previously. She suggested members watch the first two videos on the United for Libraries site to catch up with Murrell and then they can all watch a video together at the next meeting, time permitting.

The Board read through and updated policies Sections 1-3 in the Library Manual. Millette moved to approve library policy changes recommended by Butler for Section 1-Mission and Objectives, Section 2-Library use and borrowing privileges, and Section 3-Library services policy (except 3.3.5.) Basa second. Ayes: Millette, Murrell, Bates, Basa. Nays: None. Absent: Reilly. The proposed changes will be included with the board documentation at the completion of policy updates.

NEW BUSINESS

Butler told the board the yearly bibliostat survey for libraries is due mid-February. She was able to complete it in December during the slow holiday period.

There was no executive session.

Discussion-Bates asked Butler to add an executive session next meeting for the purposes of evaluation of the director.

Millette moved to adjourn at 6:36. Murrell seconded. Ayes: Millette, Murrell, Bates, Basa. Nays: none. Absent: Reilly. Meeting adjourned at 6:36 pm. The next regular meeting will be on Tuesday, February 1, at 5:30 pm.