

Minutes of Walnut Public Library
July 21st, 2021

Call to Order:

A regular meeting of the Walnut Public Library was held at the library on July 21st, 2021. The meeting convened at 6:00 P.M. by Brenda Helms. Members in attendance were Jaimie Rosenthal, Janis McDonald, Anne Johnson. and Heidi Franklin. Others in attendance were Jackie Trujillo and Chris & Brady Higgins. Members absent from the meeting were Deb Spratt & Terri Jamison.

Chris and Brady attended the meeting discuss Brady's Eagle Scout Project and how he wanted to use the green space/reading garden as his project. The project must be completed by the time he's 18, which is in November. Chris & Brady discussed potential projects with the board. Thoughts were tossed around about building planter boxes or a Hungry Hungry Caterpillar side walk that leads to a butterfly garden. The main issue the library has is lack of funds to do the project, and lack of time to fundraise the money. The board suggested asking local carpenters/companies to see if they have any scrap lumber they would be willing to donate. Chris Higgins also mentioned there would be more candidates/Eagle Scouts next year, so that would give us time to come up with a bigger plan and raise the money to complete the project. Coming up with different phases over the coming years may help to complete a bigger project. If the library and Brady choose to move forward with this, a plan needs to be in place within the week due to the lack of time left to complete the project by Brady's 18th birthday.

Secretary's Report:

June's minutes were reviewed. The meeting date at the top of the minutes needs corrected to read June 16th, 2021. Anne made a motion to approve June's minutes with the correction, seconded by Heidi. As no other corrections were needed, June's minutes were approved as read.

Treasurer's Report:

June's bills were reviewed. This is the last month of the fiscal year, and the P&L looks very average compared to other year ends. Overall there was a \$7500 loss for the year.

Janis made a motion to approve the bills as paid, seconded by Jaimie.

Brenda made a motion to approve the treasurer's report, seconded by Heidi.

Committee Reports:

Long Range Plan Committee: No Updates

Financial Committee: No updates

Personnel Committee: No Updates

Program Committee: No Updates.

Librarian's Report

June's Librarian's Report was reviewed.

June 2021 has been the best month year yet for circulation. It was also the best month yet for patron count, there were 318 patrons through the door this month.

The library officially ended their contract with Axis 360. There will be an open house on 7/24 from 10am-1pm for the new Libby/Overdrive app. Janis said she would prepare a snack for event.

Jackie stated we should consider hiring a cleaning service for 4-5 hours per week. If we hire the person as an employee as opposed to contracting someone to clean, it will allow more flexibility in what we pay them.

The per capita grant has been received in the amount of \$2584.

Jackie discussed creating sub committees to create vision boards on what we would like to see in the library. Visiting other libraries may be a good idea to see how they are set up. The committees were divided as follows: Reading Garden – Anne, Janis, Deb; Upstairs Library – Jaimie, Brenda; Down Stairs Library – Heidi, Terri.

Unfinished Business:

Brenda made a motion to approve the 2021 budget seconded by Anne, all in favor, motion passes.

OCI Record Retention reached back out to say they can offer their services at half price right now, which would be \$6000, the board felt that this is not in the budget at this time.

New Business:

The Board Meeting ordinance, Building Maintenance Tax Ordinance and the Budget and appropriations ordinance was signed.

The hours of operations were reviewed. It was agreed that July 4th should be changed to 'observed'. All other hours were ok.

Mid America Basement Systems came to look at the basement wall. They were very surprised that the basement wall has not started bowing as the water is in the bricks, and has now started happening on the other side of the building as well. They provided a bid to fix this in the amount of \$26,593. This includes fixing the entire building and installing drainage tile. In addition to the repair, they also gave a bid to remove the asbestos in the amount of \$13,700. The board discussed doing a fundraiser to help raise funds for the \$40,293 that is needed for this repair. It was also suggested that Jackie call around for additional quotes.

The after school program reached out to see if the library would be willing to allow the program to be held at the library. The board did not feel that this was a good idea.

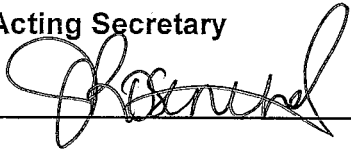
Items for Next Month's Agenda

The next meeting will be held on 8/18/2021.

Adjournment

Janis made the motion to adjourn the meeting. The meeting adjourned at 7:42pm. The next meeting is on August 18th, 2021 at 6:00pm.

Acting Secretary



Date of Approval

08/21/2021