

VALLEY CENTER PUBLIC LIBRARY
BOARD MEETING MINUTES
September 20, 2021

The meeting was called to order by Toby Carver, Board Chair. Those in attendance were Toby Carver, Sara Johnson, Jeanne Shove, Barbara Jarman, Stacy Alexander, Morgan Wiebe, Shelli Miller (by Zoom), Terry Foster and Janice Sharp. Brent Clark and Nancy Anderson also attended the meeting.

Stacy made a motion to approve the agenda; Jeanne seconded. Motion carried; vote was unanimous.

In the Public Forum, Nancy explained the progress of the Butterfly Garden. There were 25 volunteers that came on Sept. 18 to lay limestone block around the perimeter of the garden, place landscaping cloth in the drainage area and pick up trash from the dirt brought in from the City. There will be a load of rock delivered for the drainage area. Scott Vogt, arborist from Dyck Arboretum, will be coming to assist in planting some of the shrubs for the fall plantings.

Sara made a motion to approve the minutes from the August 16, 2021 meeting; Stacy seconded. Motion carried; vote was unanimous.

Morgan made a motion to approve the financial report and pay bills; Stacy seconded. Motion carried; vote was unanimous. Janice commented that the bank statements are reconciled but some entries have been confusing between the cash accounts at Chisholm Trail State Bank and Halstead Bank.

Toby had nothing to report as Board Chair.

In the Director's report, Janice shared that the SCKLS Tech Grant had been approved but notification had come from SCKLS that the computers we had originally included are no longer available. Janice took the option of the newer computers which adds \$77.65 to the grant. The computers may not be available until November or December.

Janice has submitted the KLA Health & Wellness Grant that would provide financial assistance with the Butterfly Garden. Notification of the grant will not be provided until about mid-October.

Janice has been weeding the JR. non-fiction area. She has weeded almost 1,000 books from the area. Morgan and Stacy asked about where the books go after withdrawal – in an area of other materials being saved for the next book sale. Some areas of the books withdrawn will be replaced with newer and more up-to-date materials.

In the Office Manager's report, Terry shared info about the stats. Janice had forgotten to include the stat sheet with the packet but Terry passed her copies. September is Library Card Sign-up Month. We are offering sign-ups for a drawing with a gift card for a prize. New patrons just getting a library card can have 2 entries; all patrons can enter each time they come into the Library. The gift card will be purchased based on the winner drawn – adult or child.

Terry shared examples of the book bags that have been developed based on the Menocause Grant in January. Each book bag will have a DVD, 3 books and coloring/activity sheets. There are 12 bags – each focusing on a different subject – for young children.

The Library and the Stitch & Chat group are sponsoring a crochet contest for the fastest person to crochet a specific pattern during Fall Festival. WalMart has donated a gift card for the prizes for the top 2 winners.

We just finished our **Summer Tales & Summer Tails** reading challenge. There were 10 entrants who read 103 books. Entrants had submitted from 7 to 19 books on their logs. We have chosen a new challenge for the fall – reading a book with the title, author or subject fitting with the letters in THANKFUL. Entrants should read a minimum of 6 books.

In Old Business, Janice reminded that morning court will be beginning on Wednesday, Oct. 13, in our building. The plan is that court will be completed prior to our opening the Library.

Janice had provided an estimate in the packet regarding the placement of 2 security cameras on the west wall of the Library. The cameras would be useful when patrons are causing potential damage in the Junior and/or Young Adult area and in the adult non-fiction area. We anticipate that viewing of the activities will be when staff has issues with patrons. The link will be set-up on Terry's and Janice's computers. We will post signs that cameras are in use. Jeanne made a motion for the purchase of the cameras for \$780.00 (including installation); Morgan seconded. Motion carried; vote was unanimous.

In New Business, Janice requested confirmation about hours of operation. We had previously had different hours for winter and summer. Janice and Terry both felt that the current hours are working well; the Board concurred that the current hours could be posted on new vinyl lettering. Neal will order the new vinyl after the City has determined if their hours will be changing.

Janice had learned about new requirements for the Moving Wall. Parking will be very limited in our parking lot with 7 spaces being reserved for Library staff and 7 spaces for patrons. There will be military personnel at the intersection corners to monitor those entering. Staff will be issued passes to be placed in their windshield. Library staff will be moving the MIA chair to the north window, the Wall committee will be supplying 2 spot lights to highlight the chair at night for visitors to the Park. It will be necessary for the Library to cancel services such as curbside deliveries and story times. The book discussion groups will not have space available nor will the ladies to come for Stitch & Chat. Janice had discussed the closing of the Library but it was decided that this is an opportune time to make our Library available to visitors. Staff will be given the opportunity to not work if they choose as long as we have 2 employees here during open hours.

Janice and Terry presented information regarding possible conflicts with family library cards if an abusive relationship is ongoing in a family. The other option is to have individual cards and not allow spouses to check out on their spouse's cards. It was decided to maintain our current policy but allowing circulation staff to be on watch if questionable behavior is presented.

Jeanne made a motion to adjourn the meeting; Barbara seconded. Motion carried; vote was unanimous.