

VALLEY CENTER PUBLIC LIBRARY
BOARD MEETING MINUTES
June 12, 2023

The meeting was called to order by Toby Carver, Board Chair. Those in attendance were Toby Carver, Jeanne Shove, Shelli Miller, Barbara Jarman, Morgan Wiebe, Stacy Alexander, Terry Foster and Janice Sharp.

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

Barbara made a motion to approve the minutes; Jeanne seconded. Motion carried; vote was unanimous.

Stacy made a motion to approve the financial report and pay bills for June; Barbara seconded. Motion carried; vote was unanimous. Janice shared that we have received a check from the City for \$111,421.81 and that the 10% transfer to CIP is shown on the statement. The invoice from the City is higher than usual due to the addition of \$3,130 for our annual insurance and \$915 which is our portion of the maintenance contract with Bryan's Heating & Air. The check to Lark Signs will be reimbursed to the Library by the Friends and the check to Angela Bates is for her program about Nicodemus in July.

In the Director's report, Janice emphasized the payment from the City and the insurance billing for our content coverage for the year.

Erin has officially given notice that she is leaving to work at the Valley Center Schools. Her last day will be Wednesday, July 26. Janice and Terry have been working on the job description to be posted with a potential of 35-38 hours each week. Morgan made a motion that the starting pay should be \$17 per hour for the full-time position not to exceed 40 hours per week; Barbara seconded. Motion carried; vote was unanimous.

Janice visited with Chief Newman regarding the police department doing a police background check when we have someone hired. Chief acknowledged that they could do that at no charge.

Janice passed the job description around to the Board; there was discussion regarding where to post the job. We could post it to Indeed, on the City site, or in the Library. Janice will decide once the description is finalized.

Janice discussed the situation of the cleaning of the Community Building and Library. The cleaning crew is not doing a satisfactory job of cleaning; Neal will be pursuing a new company.

Janice reminded that we will have Angela Bates here for a program about Nicodemus. She is a fourth generation resident of Nicodemus. The program will be at 1 PM on Thursday, July 13.

In the Office Manager's report, Terry shared that for the first time, the Library had over 1,000 eBook checkouts during May. We had 13 programs with 778 in attendance. The other stats for the month indicated that circulation and visits are higher now that schools are out for the summer.

We have received a programming grant from SCKLS. Terry is preparing 2 backpacks that will help with identifying plants and provide several games relating to the Butterfly Garden.

On Wednesday, June 7, during the program for that morning, Janice noticed a young man walking into the garden and crouching down to be hidden. Janice called Terry to go check on the activity. The young man had a long plastic tube and was lighting matches on the lid of a glass jar. When Terry questioned him, he commented that he was waiting for some friends but he jumped up and ran, leaving the jar and matches. We called the Police Department; two officers came to take a report stating that the jar smelled like marijuana. The officers were going to check the cameras to see if they could identify the young man.

After the program that day, a gentleman asked where our security was for the program. He indicated he felt there was a need for security at our children's events. Janice visited with Chief Newman who replied that the police could not provide security for us. She will talk to him again about options we may have such as having an off-duty officer here or having officers walk through the building when programs are in progress. Several Board members suggested contacting the Sheriff's office to see if they would have officers interested.

Also that same day, a patron came to the circulation desk, slamming a book on the counter and said the book should be labeled that the contents relate to LGBTQ. Terry called him to suggest he come to this Board meeting to explain his concerns during the Public Forum. He did not come. The Board decided that no labels would be placed on the books. The decision of book selection is up to the parents.

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