

Columbia Public Library
Board of Trustees Meeting

December 14, 2021

The December meeting of the Columbia Public Library was called to order by President Dan Brutton at 7:00. Those in attendance included Rodney Schreckenberg, Barry Krizan, Cindy Waldemer, Dan Brutton, Annette Bland, Chris Trowbridge, Kathleen Endraske, David Jackson and Diane Stechmesser.

1. **Approval of Minutes:** Rodney Schreckenberg made motion to approve minutes. Kathleen Endraske seconded. Motion passed.
2. **Public Comment:** No requests were made to address the Board.
3. **Treasurer's Report:** Treasurer Rodney Schreckenberg reviewed report and stated that the budget was in very good shape. The monies from Real Estate taxes was continuing to come in. Diane Stechmesser made motion to approve report. Cindy Waldemer seconded. Motion passed.
4. **Approval of Payment of Current Bills:** Barry Krizan made motion to approve payment of current bills. David Jackson seconded. Motion passed.
5. **New Business:**

Building Maintenance: Children's room lighting is in progress. Signage on side of building in progress. Knox Box project and weather stripping on basement door completed.

Events: Holiday Family Care Drive continues until December 18th. Donations go to House of Neighborly Service. Library participated in the Christmas Parade. Santa visits December 4th and 11th. Informational sign and literature displayed at City Hall. Library hosted STEAM programs and author visits.

AWE Learning Computers: One station is set up and tablet is ready for use.

IHLS News: SHARE Mobile Library is now available.

Train Donation: Joe Berry Would like to donate a train set for the Library. There is an option of giving this away as a raffle. Annette will discuss this with Friends group as a fund raiser.

Donation: The Library has received a \$10,000 donation from Sue Barlow. Possible use for this donation include a new book return box.

Christmas Bonus: After discussion the Board agreed to a bonus for staff of \$125 each with taxes being paid by each individual. Rodney Schreckenberg made motion to approve this expenditure. Diane Stechmesser seconded. Motion passed.

Christmas Lunch: Barry Krizan made motion to fund a lunch for staff up to \$225.00. Kathleen Endraske seconded. Motion passed.

Library Tax Levy City Ordinance 3594: City Council passed ordinance to levy 0.015% for the Library Build Fund.

Building Fund: Statement from First National Bank gave balance in fund at \$185,073.00.

Minimum Wage Increase: Starting in January two employees will receive \$12.00 per hour.

Secretary of State: The yearly General Not-for-Profit report regarding the Memorial Endowment Fund will be submitted tomorrow.

AARP Tax Program: Event is pending. More details in January.

Policy Review: Starting in January, the Board will begin reviewing policies and make needed changes. We will begin with Mission & Roles, Bylaws.

Holiday Closures: Motion was made by Diane Stechmesser that Library would follow Columbia City Hall holiday closure schedule. David Jackson seconded. Motion passed.

Marketing: The Library sponsored Columbia High School Band and Choir Holiday Concert. This included a promotional video.

Stats: November Items Circulated 6354, New Items 266, New Records Created 60.

6. **Adjournment:** Diane Stechmesser made motion to adjourn meeting. Cindy Waldemer seconded. Motion passed. Meeting adjourned at 7:45. Next meeting is Tuesday, January 11, 2022.

Diane Stechmesser

Secretary