

JESUP PUBLIC LIBRARY BOARD OF DIRECTOR'S MEETING
TUESDAY, MAY 28, 2019

The Jesup Public Library Board of Directors met on Tuesday, May 28, 2019. President John Bergman called the meeting to order at 6:00 p.m.

Present: Becky Burke, Becky Wehrspann, Dana Hummel, Nancy Weber, Kraig Emick, Linda Schmit, Al VanderHart, Trela Rottinghaus,

Absent: Tony Lang

Guests: Dawn Vogel, Mayor pro tem; Angie Sabers, upcoming rural Board member

The agenda was reviewed; a motion was made by Kraig and seconded by Nancy to approve the agenda. All voted aye; motion carried.

SECRETARY'S REPORT

A motion was made by Nancy and seconded by Linda to approve and accept the secretary's report. All voted aye; motion carried.

FINANCIAL REPORT

A motion was made by Linda and seconded by Al to accept the City Clerk's report. All voted aye; motion carried. A motion was made by Nancy and seconded by Dana to pay the bills. All voted aye; motion carried.

DIRECTOR'S REPORT

- Circulation and people served numbers seem a bit skewed; possible reasons are 1. The batteries need to be replaced in the door counter; 2. School classes have visited, but not checked out any books
- The two external doors have been replaced; painting and finish work will be done soon (weather permitting!)
- City has begun using new payroll software for employees
- New bookshelves have arrived; assembly and installation will happen soon
- Library received Virtual Reality headset donation; Heartland Technology offered help for programs; headset will only be available for specific Library sponsored programs at this time
- Three surveillance video cameras have been installed and are operational

COMMITTEE REPORTS

- **Executive Committee:** committee did not meet; no report
- **Outreach Committee:** Friends have several activities coming up, including Farmers Day popcorn/ice cream stand. Committee is reviewing biennial community survey, with possible inclusion in Annual Report distribution. More names were suggested as contacts for a new logo design. Angie Sabers was approved by the County Supervisors, so our board will be full into the new Fiscal Year. Next meeting set for June 3.
- **Facilities & Grounds Committee:** Annual Report draft was completed and received
- **Finance Committee:** Budget was reviewed and there will likely be monies left due to the staffing/salary changes this year. A rough draft of the Annual Report was outlined. Revisions continue on 5-10 year plan for infrastructure, equipment and replacement updates.

CITIZEN INPUT

- Dawn Vogel reported the Jesup Tourism Committee is looking for more members

OLD BUSINESS

- Strategic Plan: no new update
- Annual Report: template is available online; most committees have begun writing drafts.
Discussion on distribution and digital vs. paper copies

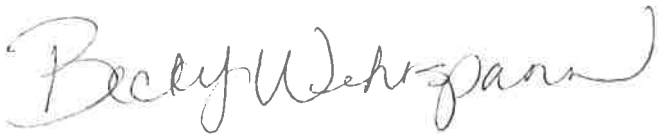
NEW BUSINESS

- Pay bills in current Fiscal Year: A motion was made by Nancy and seconded by Kraig to give John authority to authorize the payment of any bills that may come due prior to our June meeting that must be paid this FY. All voted aye; motion carried.
- Library Website Resources: Discussion on necessity of City Personnel Policy on Public Library website. Concerned citizen contacted the Mayor, who contacted John, asking about the necessity for the policy to be on the Library's website. Dawn Vogel, Mayor pro tem discussed concerns with the board. Becky B. checked with State Law Library and there is no recommendation for or against the policy being available online. A motion was made by Linda and seconded by Nancy to table the matter until it can be determined that the policy is available on the City's own site. All voted aye; motion carried.

Our next meeting will be Monday, June 24 at 6 p.m.

Al motioned to adjourn at 6:50 p.m.

Respectfully Submitted,



Becky Wehrspann, Secretary