

April 9, 2024

The regular meeting of the Lena Library Board was called to order by President Charlene Foley. Present: Roger Schulz, Barbara Kepner, Kathy Benters Susan Youngblut and Director Brittany Gaulrapp. Absent: Kim Hybarger and Barbara Schexnayder.

Secretaries' minutes from the March meeting were read and reviewed. A small correction was noted in a sentence in the eighth paragraph and the sentence was amended. Roger made a motion to approve the minutes with the correction and Barb K seconded. Voting followed and the motion passed.

Kathy presented the treasurers' report for the months of February and March. Account balances as of March 31, 2024: Checking \$36422.28, Money Manager \$290,704.67, Total assets \$427,126.95. It was noted that the cleaning service had sent a duplicate bill and it had been paid. The credit will be applied to the next billing. She then made a motion to pay the bills for January, February, March and April and payroll and to record the treasurer's report. Barb K seconded. Voting followed and the motion passed.

There was a discussion about the need to move some of the funds on deposit to a third financial institution with funds being held in a CD. A motion was made to approve moving \$120,000.00 from the current assets to a CD at Community Bank. Terms for the CD will be presented at the May meeting. A motion was made by Susan to move \$120,000.00 to Community Bank and Roger seconded. Voting followed and the motion passed.

Library Director Brittany presented the Librarians' report, including 1,183 checkouts, 41 items added, 7 new patrons and 237 ebook checkouts. Story hour and after school programs are going well. Staff met to discuss upcoming schedules. The handyman is coming to look into the closet options for the meeting rooms. World War 1 overview will be presented on May 18, 2024 from 1:00 to 2:30 PM. The library will pay the fee for the and it will be available to the public at no charge.

Brittany will be checking to determine if there is an interest in an HCC painting class that could be offered. The board discussed supporting the program with a portion of the cost being covered by the library for in-district participants.

National Library Week is being celebrated and everyone is encouraged to decorate a heart or write a message on a heart for display.

The new program release form for the Childrens program was presented and discussed. The top portion is a photograph release form and the bottom portion is regarding any medical/food allergies/disabilities that a child may have and the staff needs to know about to help the child have a better group experience. There was a small problem with some of the wording and Brittany will contact Attorney Mitchell to make the changes.

The web site is finished and everyone is encouraged to check it out.


Digitizing the genealogy materials was discussed and the possibility of using a service to access archived newspapers. Barb K made a motion to try a subscription to newspapers.com for a short time and Roger seconded. Voting followed and motion passed. It was requested to see if the usage could be tracked if there was a link on the library website. Brittany will continue to research options.

Brittany presented a quote from Aero for a new updated phone system. Roger made a motion to accept the quote and Susan seconded. Voting followed and motion passed.

Susan presented quotes for the shades for the meeting room and the Directors office. Roger made a motion to accept the bid from Vanderheyden Furniture. Susan seconded. Voting followed and the motion passed. There was some discussion regarding the color of the shades. A motion was made by Susan to choose Alpine Snow and Roger seconded. Voting followed and motion passed.

Roger made a motion to adjourn the meeting and Barb K seconded. Voting followed and motion passed.

Meeting was adjourned at 7:00 PM.

  
Charlene Foley, Interim Secretary